

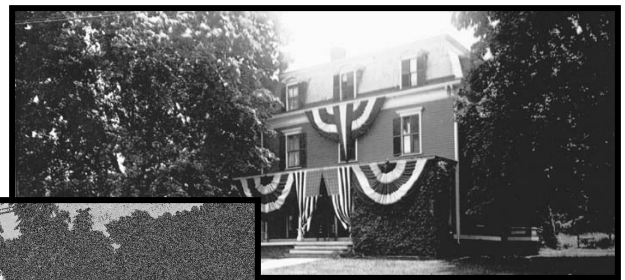
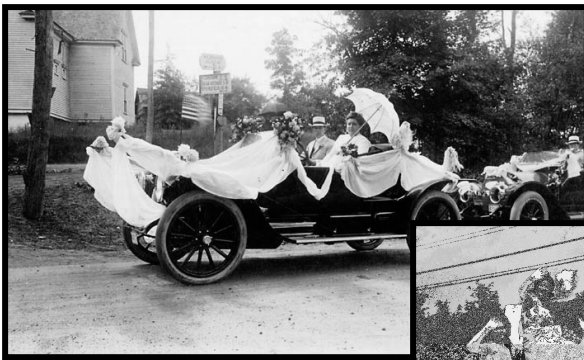
# 2010 ANNUAL TOWN REPORT

## Town of Wilbraham



Reports of Board of Selectmen, Town Clerk, Financial Officers,  
Departments, and Volunteer Boards and Committees

*250<sup>th</sup> Anniversary  
Planning and Countdown*



*The Wilbraham community has joined in all kinds of celebrations in the past.  
A planning committee has been hard at work planning for 2013, when all of Wilbraham is in-  
vited to celebrate the town's 250<sup>th</sup> Anniversary!*

# 2010

## ANNUAL TOWN REPORT TOWN OF WILBRAHAM

**Reports of the Board of Selectmen, Town Clerk, Financial Officers, Town Departments,  
and Volunteer Boards and Committees**



**This Town Report is available in alternate formats  
(large print, CD-R, etc.) upon request**

**Please direct your request to  
Selectmen's Office  
240 Springfield Street,  
Wilbraham, MA 01095  
or call (413) 596-2800 X 101**



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## COVER PHOTOGRAPHY

**Collins Inn and Livery Stable, North Wilbraham.** Located at corner of Chapel Street and Route 20 (most recently a Citgo station), decked out for 4<sup>th</sup> of July or the 150<sup>th</sup> Anniversary celebration. *Courtesy Joe Roberts.*

**Wilbraham Academy** students pose for spring picture close to graduation day. Junior or senior class, 1890. *From yearbook collections, Wilbraham & Monson Academy. Courtesy Joe Roberts.*

**Glendale Cemetery,** dedication of Veterans Memorial in 1913 on the 3<sup>rd</sup> day of the town's 150<sup>th</sup> anniversary celebration, which focused on the Glendale neighborhood. *Bruce Tingle contributor from collection of Henry Edson. Courtesy Joe Roberts.*

**2<sup>nd</sup> prize in the automobile contingent in the 150<sup>th</sup> anniversary parade in 1913.** Reported to be "...handsomely decorated with pink and white..." the car was the entry of Ernest L. Thompson, who later became a selectman in Wilbraham. The parade was held on the 1<sup>st</sup> day of the 150<sup>th</sup> anniversary celebration, which focused on the Centre Village. *Courtesy Joe Roberts.*

Center:

**Roberta Marco (now Albano) reigned supreme as pageant queen in 1963.** On this 200<sup>th</sup> anniversary birthday cake parade float she is joined by her lovely court of Sylvia Sekac, Candy Langone, Kathy Nelson and Marilyn Stacy. *From collection, Wilbraham Public Library.*

Photos provided graciously by Joe Roberts can be viewed on "Joe's Wilbraham Photo History Page" at [www.rocketroberts.com](http://www.rocketroberts.com).



1963 Camera Club parade float. Historical day, historical subject, captured on film to enjoy again 50 years later. *From collection, Wilbraham Public Library.*

## FOREWORD



### *Get Ready, Get Set, Celebrate*

In 2013, the entire Wilbraham community will be celebrating one of those landmark anniversaries: 250 years ago on June 15, 1763 Governor Francis Bernard signed an act of incorporation for a separate town by the name of Wilbraham. The act was the culmination of more than ten years of trying, and it would be another ten years before Wilbraham joined with Springfield to choose a representative to the General Court.

The first Town Meeting of the incorporated voters (i.e. landholding men) was held on August 12, 1763. The 500 inhabitants had been governing themselves for more than 20 years as a precinct of Springfield and were more than familiar with gatherings to make common decisions. At the first meeting as a *town*, the voters elected officers whose job titles are a bit mysterious 250 years later:

Selectmen  
Treasurer  
Constables  
Assessors  
Tithing Men

Surveyors of Highways  
Fence Viewers  
Dear [deer] Reavers  
Sealers of Leather

Hogg Reaves  
Wardens  
Surveyor of Shingles, Clapboards,  
Surveyors of Wheat

The second Town Meeting created the first “budget” appropriating funds for support of schools, the parish (church and minister), the poor, and the impoundment of livestock, among very few other items.

---

## **Town’s 250<sup>th</sup> Anniversary Spurs Volunteer Planning**

---

During 2010, the Board of Selectmen issued a call to action for community leaders to begin planning a worthy celebration. By December, 22 people had stepped forward to volunteer. Several meetings took place in January and February and regular meetings will continue.

Former selectmen Kevin J. Moriarty was elected co-chairman, along with Patti Diotalevi. Ms. Diotalevi is known as the organizer of several years of pageants to select a king and queen of the Peach Festival. Other Peach Festival supporters have volunteered as well, such as Jack Lutrell and Helene Pickett. Roberta (Marco) Albano is a member and she has the unique distinction of being the designated queen of the festivities in 1963 for the 200<sup>th</sup> Anniversary. Former selectman David Barry and his spouse Virginia have volunteered, as well as individuals with interests in children and school involvement, the public library, arts, recreation, historical and cultural and sports organizations, small business owners, and senior citizens. The group is diverse and enthusiastic and represents a cross-section of our community and its neighborhoods.

Preliminary planning has focused on variety of events to be held throughout the anniversary year. The committee envisions a kick-off for the year with a Wilbraham First Night event. As spring turns into summer, plans include a golf tournament, a parade, a dinner dance, a queen selection pageant, free events and activities for children and families, and events hosted by special interest clubs and organizations. The committee hopes to host one of the nation’s premier military bands for a concert during the summer.

A time capsule will be created and the committee will seek original art for a new Town Seal. The current Town Seal was created for the 1963 anniversary.

During the coming months, the committee will need more volunteer time – each event or activity needs to be organized and promoted -- and more resources, including funds from generous sponsors in our businesses and from community organizations.

**The 250<sup>th</sup> Anniversary Planning Committee**

Kevin J. Moriarty, co-chair

Patti Diotalevi, co-chair

Jean DiRico, treasurer

Roberta Albano

David Barry

Virginia Barry

Mary Bell

Charles Bennett

Berneice Dixon

Richard Eisold

Dolores Gravel

Nancy Hryasz

Thomas Laware Jr.

Jack Lutrell

Pat O'Connor

Wendy O'Rourke

Jim Wilkinson

Don Williams

Lucy Pelland

Gary Petzold



*Sign in Center Village in 1963 called attention to the year-long calendar of anniversary events.*

## COMMENDATIONS AND APPRECIATION

During the past year, the Board of Selectmen was pleased to honor the following residents, businesses, and community organizations:

### **Michael Farnham**

Presented with a Young Hero Award from local fire officials and sponsors from the State Fire Marshall's Office. Michael (age 14 at the time), is credited with taking charge of a medical emergency at home, saving the life of his three-year old sister.



*Left to right David DeMarco of State Fire Marshall's office, and Chief Nothe, present recognition to Michael Farnham, March 2010.*

### **Kevin P. Moriarty, Timothy Traynor, Dr. Peter J. Kelly, John Gilbertie, Kathy Fuss, Deborah Paine-Motyl**

Appreciation and recognition for exemplary and dedicated service to Haiti during natural disasters above and beyond the CRUDEM organization's usual mission.

### **Colton Allen, Justin Murphy**

Boy Scouts of Troops 359: recognition for achieving Eagle Rank.

### **Scott Bacon**

Venture Crew 359: recognition for achieving Ranger Award

### **Boy Scouts of America**

Recognition and appreciation for its dedication to youth program on the occasion of its 100<sup>th</sup> anniversary year

### **Hampden Police, Ludlow Police, and Massachusetts State Police Community Action Team**

Appreciation for prompt response during Boston Road public safety incident in February, 2010.

### **Old Post Road Orchestra**

Recognition and appreciation for its dedication to music education and public entertainment on the occasion of its 25<sup>th</sup> anniversary year

### **Board of Cemetery Commissioners**

Appreciation and thanks for attention to veterans affairs, with donation of upgraded and improved flag holders for veterans graves in our three cemeteries.

### **Ervin and Harris**

Recognition and appreciation for its successful business endeavor on the occasion of its 40<sup>th</sup> anniversary year.

### **Three Sisters Gourmet Chocolates, Big Y, Famous Dave's BBQ**

Appreciation for contribution of incentive gifts for employees' pet care drive.



*Employees collected a pick-up truck full of food and pet care products for Dakin Humane Society Adoption Center, in lieu of holiday luncheon in December. ACO Mike Masely was the volunteer driver on delivery day.*

### **Davin Robinson**

Appreciation and recognition for good Samaritan actions, preventing physical harm to another person while traveling in New Hampshire

## IN MEMORIAM

**Eleanor J. Albano**

1917-2010

Volunteer, Senior Center

**Frank A. Ball Jr.**

1924-2010

Council on Aging

Volunteer, Senior Center

**Darleen Bradford**

1924-2010

Administration - Board of Selectmen

Volunteer Senior Center

**Joan L. Hermance**

1936-2010

Election Worker

**R. Earl Hermance**

1932-2010

Housing Authority

**Nora Hughes**

1923-2010

Administration – Board of Assessors

**Matthew J. Gebowskie, Sr.**

1946-2010

Wilbraham Police Department

**Edward W. Irla, Sr.**

1922-2010

Democratic Town Committee

**Patricia McCollum**

1956-2010

Public Library

**John F. O'Connor**

1940-2010

Board of Fire Commissioners

Playground and Recreation Commission

**Jesse L. Rice**

1919-2010

Board of Selectmen

Board of Appeals

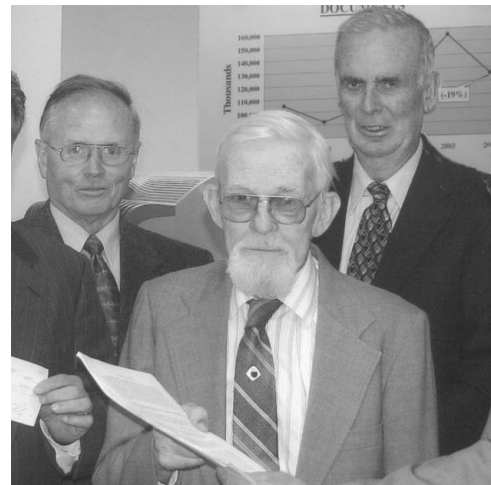
Veterans' Agent

Cemetery Commission

Bicentennial Committee

Radio Advisory Committee

Surveyor of Lumber, Weigher of Grain, Field Driver  
and Fence Viewer



*Jesse Rice is flanked by former selectmen Kevin J. Moriarty and David Barry at Registry of Deeds in 2008 on the day his beloved mountain lands were transferred to the Rice Nature Preserve.*

**John M. Salerno**

1965-2010

School Department

Council on Aging

Volunteer, Recreation Department

Planning Board

Democratic Town Committee

**Eleanor M. Welch**

1921-2010

Election Worker

## WILBRAHAM QUICK FACTS

Settled: 1731  
Incorporated: June 15, 1763  
County: Hampden County  
Area: 22 Square Miles  
Mileage of Town Public Ways: 128+  
Highest Altitude: Mount Chapin 937 feet

Form of government: Open Town Meeting, Board of Selectmen, Town Administrator  
Fiscal Year: The current fiscal year (FY 2011) runs from July 1, 2010 to June 30, 2011

2010 Population: 14,868  
2010 Registered Voters: 10,162  
2010 Dwellings: 5522 occupied units

FY 2011 (current) Value of Assessed Property (all classes): \$1,699,562,300.  
FY 2011 (current) Tax Rate: \$16.66  
Moody's Bond Rating: A1

## DEPARTMENT DIRECTORS

**Town Administrator**  
Robert A. Weitz

**Town Clerk**  
Beverly Litchfield

**Treasurer/Collector**  
Thomas P. Sullivan

**Town Accountant**  
JoAnne DeGray  
**Assistant Assessor**  
Manuel Silva

**Police Chief**  
Allen M. Stratton

**Fire Chief**  
Francis W. Nothe

**Supervisor, Central Dispatch**  
Thomas Cortis

**Director, DPW, Town Engineer**  
Edmond W. Miga Jr.

**Assistant Director, DPW-  
Wastewater**  
Ronald Lavoie

**Superintendent of Streets**  
Frank Shea

**Director, Water Department**  
Michael Framarin

**Director, Planning Department**  
John Pearsall

**Director, Information  
Technology**  
Nathan DeLong

**Building Inspector/Zoning  
Officer**  
Lance Trevallion

**Director, Recreation  
Department**  
Bryan Litz

**Director, Library**  
Christine Bergquist

**Director, Public Access TV**  
Caroline Cunningham

**Director, Senior Center**  
Paula Dubord

**Sanitarian & Inspector (Health  
Agent)**  
Lorri McCool



## DIRECTORY: DEPARTMENTS AND SERVICES

Accounting	596-2800 X 210
Ambulance, Non-emergency business	596-2273
Board of Appeals (Zoning)	596-2800 X 203
Assessors	596-2800 X 209
Building Department	596-2800 X 204
Inspection Appointments (structures)	596-2800 X 204
Inspection Appointments (plumbing & gas)	596-2800 X 228
Inspection Appointments (electrical)	596-2800 X 229
Conservation	596-2800 X 204
Dog Officer (Animal Control)	599-1253
DPW , Engineering	596-2800 X 208
Fire Department, Non-emergency business	596-3122
Housing Authority	543-1700
Human Resources	596-2800 X 100
Library	596-6141
Planning & Community Development	596-2800 X 203
Police Department, Non-emergency business	596-3837
Police Rape Reporting Only	596-2100
Public Access Television	599-0940
Charter Communications (cable subscriber services)	1-888-438-2427
Recreation	596-2816
Coach Information	596-2402
School, Superintendent	596-3884
Selectmen/Town Administrator	596-2800 X 101
Senior Center	596-8379
Tax Collector	596-2800 X 206
Town Clerk	596-2800 X 200
Trash Bags & Recycling	596-2800 X 225
Treasurer	596-2800 X 207
Veterans Services	596-2800 X 100

## WILBRAHAM ON THE INTERNET

With links to town  
departments and divisions  
[www.wilbraham-ma.gov](http://www.wilbraham-ma.gov)

Friends of Public  
Television  
[www.friendsofwpa.org](http://www.friendsofwpa.org)

Public Television  
[www.wpatv.org](http://www.wpatv.org)

Public Library  
[www.wilbrahamlibrary.org](http://www.wilbrahamlibrary.org)

Regional School District  
[www.hwrsd.org](http://www.hwrsd.org)

## MASSACHUSETTS CITIZEN HELP

Commonwealth on the Web: [www.mass.gov](http://www.mass.gov)  
Citizen Information: Secretary of the Commonwealth  
1-800-392-6090

## FEDERAL AND STATE DELEGATION

### U.S. SENATOR

John F. Kerry (D)  
One Bowdoin Square, 10th floor  
Boston, MA 02114  
Phone: 1-617-565-8519

304 Russell Senate Office Building  
Washington, DC 20510  
Phone: 1-202-224-2742

1550 State Street (Suite 304)  
Springfield, MA 01103  
Phone: 413-785-4610

### U.S. SENATOR

Scott Brown (R)  
J.F.K. Building, Suite 2400  
55 New Sudbury Street  
Boston, MA 02203  
Phone: 1-617-565-3170

Senate Russell Courtyard 1  
Washington, DC 20510  
Phone: 1-202-224-4553

### U.S. REPRESENTATIVE

**2<sup>nd</sup> Congressional District**  
Richard E. Neal (D)  
300 State Street (suite 200)  
Springfield, MA 01105  
Phone: 413-785-0325

2208 Rayburn House Office Building  
Washington, DC 20515  
Phone: 1-202-225-5601

### GOVERNOR

Deval L. Patrick (D)  
State House Room 360  
Boston, MA 02133  
Phone: 1-617-725-4005  
Within Massachusetts (888) 870-7770  
[goffice@state.ma.us](mailto:goffice@state.ma.us)

### REPRESENTATIVE

**12<sup>th</sup> Hampden District**  
Angelo J. Puppolo, Jr. (D)  
2341 Boston Road (Suite 437)  
Wilbraham, MA 01095  
Phone: 413-596-4333

State House, Room 437  
Boston, MA 02133  
Phone: 617-722-2425  
[angelo.puppolo@mahouse.gov](mailto:angelo.puppolo@mahouse.gov)

### SENATOR

**1<sup>st</sup> Hampden District**  
Gale D. Candaras (D)  
17 Main Street  
Wilbraham, MA 01095  
Phone: 413-599-4785  
State House Room 213B  
Boston, MA 02133  
Phone: 617-722-1291  
[gale.candaras@masenate.gov](mailto:gale.candaras@masenate.gov)

## ELECTED OFFICIALS 2010-2011

### Board of Selectmen & Board of Health

Robert J. Boilard	(R)	2013
James E. Thompson	(D)	2011
Patrick J. Brady	(U)	2012

### Town Clerk

Beverly J. Litchfield	(D)	2012
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### Moderator

Anthony J. Scibelli	(D)	2012
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### Board of Assessors

John M. Wesolowski	(R)	2011
Lawrence G. LaBarbera	(R)	2012
Dawn L. Barnes	(R)	2012

### Regional School Committee

Peter Salerno	(R)	2011
D. John McCarthy	(R)	2011
William J. Bickley, Jr.	(R)	2012
Gilles E. Turcotte	(D)	2012
Marianne Desmond	(R)	2013

### Tree Warden

Richard C. Swain	(R)	2012
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### Cemetery Commissioners

Philip J. Hamer	(R)	2013
Donald Bourcier	(R)	2012
Wilfred R. Renaud Jr	(D)	2011

### Water Commissioners

Thomas Pilarcik	(U)	2011
James B. Dunbar	(R)	2012
Alan R. Burch	(R)	2013

### Board of Library Trustees

Steve Allosso	(R)	2011
Llewellyn S. Merrick	(R)	2011
Justin McCarthy	(R)	2012
Jean Canosa-Albano	(D)	2012
Mary McCarthy	(R)	2013
James S. Jurgens	(R)	2013

### Planning Board

Richard E. Butler	(R)	2010
Frederic W. Fuller III	(R)	2011
Dean E. Stroshine	(R)	2012
John R. Boudreau	(D)	2013
Adam Basch	(U)	2014

### Housing Authority

Peter N. Manolakis	(R)	2015
Judy L. Cezeaux	(R)	2011
Wallace Kiesel	(R)	2012
Anne Turcotte	(D)	2013
(state appointee)		2014

### Poundkeeper

Michael H. Masley		2011
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### Surveyors of Lumber

Edward P. Lindsay Jr.		2011
William H. Garvey		2011

### Measurers of Wood & Bark

William H. Garvey		2011
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### Field Drivers

John J. Garvey		2011
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### Weighers of Grain

VACANCY		2011
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## APPOINTED BOARDS AND COMMITTEES 2010-2011

### Agricultural Commission

VACANCY	May 2011
Maura Lessard	May 2011
Linda Cloutier	May 2013
Edna Colcord	May 2012
Rob Anderson	May 2012

### Ambulance Oversight

Claudia Considine	May 2011
John Liebel	May 2013
John Rigney	May 2013
VACANCY	May 2012
Paula Chevrier	May 2012

### Animal Inspector

Dorsie R. Kovacs, DMV	April 2011
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### Animal Control – Dog Officer

Michael Masely	May 2011
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### Archivist

VACANCY	May 2011
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### Board of Appeals

Mark J. Albano	May 2013
H. Clark Abott	May 2012
Edward E. Kivari	May 2012

### Bd of Appeals Associates

Betsy Johnsen	May 2012
Charles A. Pelouze	May 2011

### Assistant Assessor

Manual Silva	June 2011
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### Assistant Town Accountant

Nancy Johnson	June 2011
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### Assistant Town Clerk

Carole Tardiff	May 2012
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### Board of Registrars

VACANCY (R)	May 2013
Thomas Mango (D)	May 2012
John Shea (resigned) (R)	May 2011

### Cable TV Advisory Committee

Tom Newton	May 2013
Linda K. Fuller	May 2013
Daniel Cochran	May 2013
Thomas Magill	May 2013

### Capital Planning

Robert L. Quintin	July 2010
Marc Ducey (by Fin Comm)	July 2010
John Strandberg	July 2011
Roger Fontaine (by Fin Comm)	July 2012
Michael Mazzuca	July 2012

### Commission on Disabilities

Lance Trevallion (town official)	May 2013
Edward White	May 2013
Earl Way	May 2013
Diane DaSilva	May 2011
M. Ben Hogan	May 2011
Evelyn O'Brien	May 2011
Steven Fratoni	May 2012
Elaine Scott	May 2012
Barbara Venneri	May 2012

### Community Preservation Committee

Planning Bd: Eric Fuller	May 2011
Housing: Peter Manolakis	May 2011
Recreation: Stanley Soja	May 2011
Conservation: Stoughton Smead	May 2013
At large: Frank A. Everton	May 2013
Open Space: Margaret Connell	May 2013
Hist Comm: Robert Kelliher	May 2012
At large: VACANCY	May 2012
At large: Dave Proto	May 2012

### Conservation Commission

Christopher J. Brown	May 2013
Stoughton L. Smead	May 2013
James Roberts	May 2011
Robert McMaster	May 2011
Karen Leigh	May 2012
George Reich	May 2012
Thomas R. Reavey	May 2012

Council on Aging

Mark Soukup	May 2013
Giles Turcotte	May 2013
Robert Page	May 2012
M. Trant Campbell	May 2012
Maria Valentine	May 2011
Theresa B. Munn	May 2011
Ellen O'Brien	May 2011
Optional Pastor Advisor [non-voting] vacancy	

Cultural Council

Janet Vitkus	May 2014
Margaret Kelliher	May 2012
Cynthia Nazzaro	May 2011
Deb Alm	May 2011
Linda Lastoff	May 2013
Susan Nieske	May 2013
Mary J. Reilly	May 2013

Constable

Ed Lennon	May 2011
Peter Litchfield	May 2011

Electrical Inspector

Paul Shepardson	May 2011
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Fence Viewer

VACANCY	May 2011
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Finance Committee

Robert Russell	July 2013
Marc Ducey	July 2013
Daniel Miles	July 2013
Walter Damon	July 2011
David Parke	July 2011
Denise Tessier	July 2011
Susan Bunnell	July 2012
Roger Fontaine	July 2012
Rob Murner	July 2012

Board of Fire Commissioners

Ed Rigney	May 2013
Ralph Guyer	May 2011
Gary Petzold	May 2012

Advisory Board of Health

Catherine Jurgins	May 2011
Francis Barbaro	May 2011

Thomas G. Magill	May 2011
Loralee Nelson	May 2011
Tim O'Neil	May 2011
Kristine Clark	May 2011
VACANCY	May 2011

Advisor, Board of Health

Walter J. Pacosa	May 2011
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Historical Commission

Lucy Pelland	May 2012
Patrick Kiernan	May 2013
Carol M. Albano	May 2013
Walter Clark	May 2011
Robert Kelliher	May 2011
Katrin Weir	May 2011
VACANCY	May 2012

Fair Housing Committee

James Barrett	May 2011
VACANCY	May 2011
VACANCY	May 2011

Insurance Advisory Committee

John Kirchof (retiree rep)
Dan Corliss (fire union)
Mark Paradis (police union)
Melissa Graves (municipal union)
Paul Maquire (municipal union)
Lynne Frederick
JoAnne DeGray

Local Emergency Planning

Allen M. Stratton	May 2011
Robert A. Ruscsek	May 2011
Caroline Cunningham	May 2011
Ralph Guyer	May 2011
Edmond J. Miga	May 2011
Lorri McCool	May 2011
Ed Cenedella	May 2011
VACANCY (seniors)	May 2011
Stoughton Smead	May 2011
Robert J. Boilard	May 2011
Robert A. Weitz	May 2011
Thomas Cortis	May 2011
Fran Nothe	May 2011
David Boucier	May 2011
Raymond Kallaughier	May 2011

David Pasquini	May 2011
Terry Nelson	May 2011

Coordinator Medical Response Team  
Terry Nelson                      indefinite

Open Space & Recreation Committee  
Raymond Burk                      May 2013  
Margaret Connell                      May 2013  
Charles Phillips                      May 2013  
Joseph Calabrese                      May 2013  
Judith Theocles                      May 2011  
Steve Lawson                      May 2011  
Jeff Smith                      May 2011  
John J. Garvey                      May 2011  
James Mauer                      May 2012  
Jason Burkins                      May 2012  
Cathy Callaghan                      May 2012  
Walter H. Damon                      May 2012

Park Commissioner & Pest Control  
Richard Swain                      May 2011

Parking Clerk  
Pamela E. Beall                      May 2011

Personnel Board  
VACANCY                      May 2013  
Paul Lemieux                      May 2013  
Joan D. Paris                      May 2012  
Joseph Kelly                      May 2011  
Mark Brannigan                      May 2011

Planning Board Associate  
David Crevier                      Feb 2011

Playground & Recreation Commission  
Kevin Burnham                      May 2013  
William Scatolini                      May 2013  
John Stogner                      May 2011  
Stanley Soja                      May 2011  
Mark Jones                      May 2011  
Russell Garrison                      May 2012  
David Patterson                      May 2012

Plumbing and Gas Inspector  
Bernard Sears                      May 2011

Public Access TV Committee  
*Selectmen's ad hoc com.; open membership*  
Mary Ripley                      May 2011  
Sandra Belcastro                      May 2011  
Linda K. Fuller                      May 2011  
Edward J. Chapman                      May 2011

PVPC Alternate Commissioner  
Dean Stroshine

PVPC Joint Transportation  
Tonya Basch                      May 2011

PVTA Advisory Board  
Paula Dubord                      indefinite

Scantic Valley Health Trust  
Thomas Sullivan (delegate)                      July 1, 2011  
Robert A. Weitz (alternate)                      July 1, 2011

School Building Committee – MRHS  
Patrick J. Brady                      open term

Sealer of Weights and Measures  
William H. Garvey                      May 2011

Sewer Advisory Committee  
VACANCY                      May 2013  
James V. Dowd                      May 2011  
Frank Pychewicz                      May 2011  
Joseph R. Kakley                      May 2012  
VACANCY                      May 2012

Solid Waste Advisory Committee  
*Selectmen's ad hoc committee; open membership*  
Kevin Dorsey                      May 2011  
Russell Garrison                      May 2011  
Kevin Davis                      May 2011  
Gary Petzold                      May 2011

Storm Water Permit Committee  
Lance Trevallion                      May 2011  
John Pearsall                      May 2011  
Caroline Cunningham                      May 2011  
Tonya Basch                      May 2011



Ronald Lavoie	May 2011
Frank Shea	May 2011
Dena Grochmal	May 2011

Tax Title Custodian

Tom Sullivan	May 2011
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Technology Committee

*Selectmen's ad hoc committee; open membership*

Marc Ducey	May 2011
Paul Malandrinos	May 2011
Allan Campbell	May 2011
Pawel Widor	May 2011
Patrick Fogarty	May 2011
Michael Rozolski	May 2011
Will Caruana	May 2011

Traffic Safety Team

Robert J. Boilard (BOS rep)	May 2011
Allen Stratton	May 2011
Edmond Miga	May 2011
Mark Paradis	May 2011
John Pearsall	May 2011
Robert Weitz	May 2011
Frank Shea	May 2011

Veterans' Agent

Richard J. Prochnow	May 2011
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Veterans' Graves Officer

William H. Garvey	May 2011
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**DEMOCRATIC TOWN COMMITTEE**

ELECTED MARCH, 2008

David Barry  
 Virginia Barry  
 Laurie Ely-Bongiorni  
 Gale Candaras  
 Daniel Driscoll  
 Joseph Falzone  
 Judith M. Falzone  
 Madeline Flanagan  
 Michael Flynn  
 Roger Fontaine Jr.  
 Edward Irla, Sr.  
 Mark F. Jones

Lisa Jones  
 Edward Kivari, Jr.  
 Beverly Litchfield  
 Peter Litchfield  
 Barbara Los  
 Dana-Lee Luzi  
 Todd Luzi  
 Thomas Mango  
 Russell Mitchell  
 Patricia Nordstrom  
 Claire O'Connor  
 John F. O'Connor  
 James Thompson  
 Arthur Wolf  
 Carolyn Zawacki

**REPUBLICAN TOWN COMMITTEE**

ELECTED MARCH, 2008

Steven Schreiner  
 Roy Scott  
 George L. Reich  
 John Wesolowski  
 Law. G. LaBarbera  
 Robert Boilard  
 Cheryl Malandrinos  
 Thomas Reavey  
 Peter Manolakis  
 Deborah Reavey  
 James Jurgens  
 Catherine Labine  
 Richard Howell  
 Pamela Burch  
 Alan Burch  
 Richard Labine  
 Barbara Bourcier  
 Donald Bourcier  
 Tanja Olson  
 Anthony Vecchio  
 Constance Sattler  
 Susan Crocker  
 Anita LaBarbera  
 R. Earl Hermance  
 James Dunbar

## ADMINISTRATION

### Town Clerk

#### ANNUAL TOWN MEETING MAY 17, 2010

Attendance	Precinct A:	62
	Precinct B:	60
	Precinct C:	99
	Precinct D:	67
	Total	285

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School on Monday, May 17, 2010. At 7:00 PM Moderator, Anthony Scibelli noted a quorum was present and called the meeting to order. Moderator Scibelli then recognized those that had passed on. A moment of silence was held in their honor. The Pledge of Allegiance was then recited followed by Town Clerk Beverly J. Litchfield reading the call of the meeting.

The Moderator welcomed all and commenced with an explanation of the process concerning the "Consent Agenda." The articles included in the consent agenda were then read, one at a time by the Moderator. The Consent Articles were 1, 2, 20, 21, 22, 23, 26, 27 and 28. Each article is listed separately in these minutes and marked with an asterisk.

**\*ARTICLE 1. Choosing Miscellaneous Officials (consent agenda).** Passing by unanimous vote that the following persons be elected to the indicated offices for the ensuing year:

Poundkeeper	Michael H. Masley
Surveyors of Lumber	Edward P. Lindsay Jr. & William H. Garvey
Measurers of Wood and Charcoal	William H. Garvey
Field Drivers	John J. Garvey

**ARTICLE 2. Hearing Reports (consent agenda).** Passing by unanimous vote that the town accept the reports of all officers and committees as printed in the Annual Town Report.

**ARTICLE 3. Funding Transfers FY 2010. Finance Committee Recommends.** Passing by unanimous vote and pursuant to Section 33B of Chapter 44 of the General Laws, that the Town transfer the sum of \$8,000 from previously appropriated but unexpended funds in the FY'2010 Budget #220 Fire Salaries to budget #211 Police Cruiser.

**ARTICLE 4. Ambulance Fund transfer. Finance Committee Recommends.** Passing by unanimous vote that the town appropriate \$25,000 from Receipts reserved for Appropriation for Ambulance to the FY'2010 Ambulance Budget to cover overtime.

Before the reading of Article 5, Senator Gale Candaras was recognized and thanked by Selectman Thompson for all of her hard work this past year.

**ARTICLE 5. Parliamentary procedures.** Passing by unanimous vote that the Town adopt special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of 1980 (Proposition 2½), as amended, and as set forth in a document entitled "Article 5, Exhibit A," on file with the Town Clerk.

**ARTICLE 6. Compensation for elected town officials. Finance Committee Recommends.** Passing by majority vote that the Town fix the compensation for elected Town Officers for fiscal year July 1, 2010 to June 30, 2011, as follows: Assessors, chairman, \$3,343, members, \$3,028 each, per year; Town Clerk, \$63,780 per year (all fees revert to the Town treasury); Moderator, \$200 Annual Town Meeting, \$50 Special Town Meeting; Selectmen, \$4,383 per year, chairman \$5,114 per year; Tree Warden, \$9,041 per year; Water Commissioners, \$150 per year; Cemetery Commissioners, no salary; Library Trustees, no salary; Planning Board Members, no salary; Poundkeeper, Field Drivers, Weighers of Grain, Surveyors of Lumber, Measurers of Wood and Charcoal (all Town officers elected other than by official ballot), fees only, fixed by General Laws.

**ARTICLE 7. Budget appropriations. Finance Committee Recommends.** Passing by majority vote that the Town accept the report of the Finance Committee and raise and appropriate \$31,244,387, transfer \$118,000 from Free Cash, and transfer \$25,000 from offset receipts (for Dog Officer Expenses) to cover the necessary capital expenditures and operating expenses of the Town for Fiscal Year 2011 (July 1, 2010 to June 30, 2011) per appropriations listed separately in the Town Meeting Workbook and incorporated herein by reference, with the exception of those budgets and expenditures which will be voted on separately in subsequent Articles.

**ARTICLE 8. Water Enterprise Fund Budget. Finance Committee Recommends.** Passing by majority vote that the following sums be appropriated for the Water Enterprise Fund: Salaries, \$361,193; Expenses, \$1,142,494; Non-recurring, \$50,000, and that \$1,553,687 be raised as follows: \$1,481,836 from Water Department receipts and \$71,851 from retained earnings.

**ARTICLE 9. Wastewater Enterprise Fund Budget. Finance Committee Recommends.** Passing by majority vote that the following sums be appropriated for the Wastewater Enterprise Fund: Salaries, \$174,297; Expenses: \$1,097,373 and that \$1,271,670 be raised from Wastewater Department receipts.

**ARTICLE 10. Solid Waste Enterprise Fund Budget. Finance Committee Recommends.** Passing by majority vote that the following sums be appropriated for the Solid Waste Enterprise Fund: Salaries, \$157,873; Expenses, \$266,462, and that \$424,335 be raised from Solid Waste receipts.

**ARTICLE 11. Annual Community Preservation Program Budget. Finance Committee Recommends.** Passing by a majority vote that the town appropriate or reserve from the Community Preservation Fund annual revenues or available funds in the following amounts recommended by the Community Preservation Committee for debt service and community preservation projects in FY 2011, with each item to be considered a separate appropriation.

**Purpose:**

Town Records Preservation (Historic Preservation).....	\$5,000.00
Landscape Preservation at Rice Nature Preserve (open space) .....	\$8,860.00
Little Red School House Siding (Historic Preservation) .....	\$30,000.00
Cemetery Management Plan (historic preservation) .....	\$3,590.69
(non-committed).....	\$3,092.00
Miles Morgan Court ADA Improvements (affordable Housing) .....	\$227,500.00
Spectacle Pond Recreation Area Improvements.....	\$250,000.00

**ARTICLE 12. Receipts reserved for appropriation for ambulance. Finance Committee Recommends.** Passing by unanimous vote that the Town appropriate \$539,944 from Receipts Reserved for Appropriation for Ambulance to Ambulance personal services, operating and capital costs, pursuant to Section 5 of Chapter 40 of the General Laws.

**ARTICLE 13. Appropriation for Purchase of an Ambulance Vehicle. Finance Committee Recommends.** Passing by unanimous vote that the Town appropriate \$45,000 from Receipts Reserved for Appropriation for Ambulance and

\$126,446 from the depreciation account for vehicle and equipment replacement for the purchase of a new ambulance vehicle.

**ARTICLE 14. Receipts reserved for appropriation for cemeteries. Finance Committee Recommends.** Passing by unanimous vote that the town appropriate \$25,000 from Receipts Reserved for Appropriation for Cemeteries to Cemetery operating costs, pursuant to Section 5 of Chapter 40 and Section 16 of Chapter 114 of the General Laws.

**ARTICLE 15. Reserve Fund: Finance Committee Recommends.** Passing by unanimous vote that the town raise and appropriate \$225,000 for a Fiscal Year 2011 Reserve Fund.

**ARTICLE 16. Medicare Extension Plans for Future Eligible Retirees – Statute Acceptance. Finance Committee Recommends.** Passing by a majority vote to accept Section 18A of Chapter 32B of the General Laws, the effect of which would be to require that all Town retirees who retire after the acceptance of this section, their spouses and dependents who are enrolled in or eligible to be enrolled in Medicare Part A at no cost to a retiree, their spouse or dependents, or eligible for coverage there under at no cost to a retiree, their spouse or dependents, be required to enroll in a Medicare health benefits supplement plan offered by the Town.

**ARTICLE 17. Other Post Employment Benefits Liability Trust Fund Authorization – Statute Acceptance. Finance Committee Recommends.** Passing by a majority vote to accept Section 20 of Chapter 32B of the General Laws authorizing the establishment of a separate fund, to be known as an Other Post Employment Benefits Liability Trust Fund, and other provisions as outlined in said Statute.

**ARTICLE 18. Funding of Other Post Employment Benefits Liability Trust Fund. Finance Committee Recommends.** Passing by a majority vote that the Town raise and appropriate \$50,000 to be placed into the Other Post Employment Benefits Liability Trust Fund, established under the provisions Massachusetts General Laws Chapter 32B, Section 20.

**ARTICLE 19. -Authorization to Borrow for Capital Outlays: Finance Committee Recommends.** Requiring a two-thirds vote, passing by a unanimous vote that the town borrows \$545,000 for the following purposes:

- in accordance with Section 7(3A) of Chapter 44 of the General Laws for remodeling, reconstructing or making extraordinary repairs to public buildings owned by the town, including original equipment and landscaping, paving and other site improvements, \$180,000; and
- in accordance with Section 7(9) of Chapter 44 of the General Laws for the cost of departmental equipment, \$365,000.

**\* ARTICLE 20. Council on Aging Revolving Fund (consent agenda).** Passing by unanimous vote that the Town reauthorize a revolving fund in accordance with Section 53 E½ of Chapter 44 of the General Laws in order to place revenue collected from donations from individuals, organizations and events; memorial donations; and fees for classes, trips and programs, which shall be used for payment of costs connected with programs and events; repair and maintenance of equipment and furnishings; purchase of memorials and volunteer recognitions; and fees for instructors and classes, and transfer the balance of the FY 2010 revolving fund to the FY 2011 revolving fund. Expenditures authorized by the Director of Elder Affairs, not exceeding a total of \$10,000 in FY 2011. The balance in the revolving account shall not exceed \$10,000.

**\* ARTICLE 21. Compost Bin Revolving Fund (consent agenda).** Passing by unanimous vote that the Town reauthorize a revolving fund in accordance with Section 53 E½ of Chapter 44 of the General Laws in order to place revenue collected from the sale of compost bins which shall be used to purchase additional compost bins, and transfer the balance of the FY 2010 revolving fund to the FY 2011 revolving fund. Expenditures authorized by the

Public Works Director, not exceeding a total of \$5,000 in FY 2011. The balance in the revolving account shall not exceed \$5,000.

**\* ARTICLE 22. Cemetery Revolving Fund (consent agenda).** Passing by unanimous vote that the Town reauthorize a revolving fund in accordance with Section 53 E½ of Chapter 44 of the General Laws in order to place revenue collected from the sale of boundary markers, foundations, winter access charges, and for opening and closing graves, which shall be used to purchase boundary markers, foundations, winter access charges, and to open and close graves, and transfer the balance from the FY 2010 revolving fund to the FY 2011 revolving fund. Expenditures authorized by the Cemetery Commission, not exceeding a total of \$20,000 in FY 2011. The balance in the revolving account shall not exceed \$20,000.

**\* ARTICLE 23. Community Gardens Revolving Fund (consent agenda).** Passing by unanimous vote that the Town reauthorize a revolving fund in accordance with Section 53 E½ of Chapter 44 of the General Laws in order to place revenue collected from community garden lot rental fees and donations, which shall be used to purchase goods, tools, and services, including water resources, for the use of the gardeners enrolled in the program, and transfer the balance from the FY 2010 revolving fund to the FY 2011 revolving fund. Expenditures authorized by the Conservation Commission, not exceeding a total of \$6,000 in FY 2011. The balance in the revolving account shall not exceed \$6,000.

**ARTICLE 24. Special Appropriation for road repaving and preservation. Finance Committee Recommends.** Passing by majority vote that the town transfer \$150,000 from free cash to repave, resurface and/or crack seal public ways.

**ARTICLE 25. Municipal Broadband Study.** Passing by unanimous vote to indefinitely postpone action under Article 25.

**\* ARTICLE 26. Authorization to enter into lease/purchase agreements (consent agenda).** Passing by unanimous vote that the town authorizes the Board of Selectmen to make contracts for the lease, with option to purchase, of various municipal equipment, subject to annual appropriation, if in the opinion of the Board it is in the best interests of the Town. The Board of Selectmen shall identify within its budget submission to the Finance Committee, any contract for the lease with an option to purchase.

**\* ARTICLE 27. Authorization to dispose of surplus equipment (consent agenda).** Passing by unanimous vote that the Town authorize the Board of Selectmen on behalf of the Town to sell, transfer, or otherwise dispose of damaged, obsolete, or unneeded tangible personal property or equipment owned by the Town.

**\*ARTICLE 28. Grants Authorization (consent agenda).** Passing by unanimous vote that the Town authorizes the Board of Selectmen to apply for and accept federal or state grants or monies as may be available and to authorize the expenditure of any such grants or funds received there from in accordance with the terms of said grants.

**ARTICLE 29. Acceptance of deeds.** Passing by unanimous vote to indefinitely postpone action under Article 29.

**ARTICLE 30. Drainage and Access Easements. Finance Committee Recommends.** Requiring a two-thirds vote, passing by a declared two-thirds vote, pursuant to the authority found in Massachusetts General Laws, Chapter 79 and/or other legal authority, to acquire drainage, utility and access easements by gift, purchase and/or eminent domain in areas of the town designated in Exhibit A hereto, which is on file with the Office of the Town Clerk, for the purpose of having timely and adequate legal access to private property in order to maintain public water, drainage and sewer utilities, pedestrian access and safety on sidewalks, and traffic on and near public and private roadways, highways and other ways, and for the purpose of having timely and adequate legal access to private property in

order to maintain uninterrupted flow in the town's waterways, so they will not back up and cause flooding due to blockages obstructing the flow of water during storm events which cause local flooding, damage to real estate and the threat of serious harm to town residents.

**ARTICLE 31. LOCAL MEALS TAX (PETITION ARTICLE).** Finance Committee does not recommend. Failing to pass by a majority vote that the town of Wilbraham accept G.L. c. 64L, § 2(a) to impose a local meals excise.

**ARTICLE 32. By-Law Amendments – Relating to Town Meetings and Town Elections.** Passing by unanimous vote to amend the Town By-Laws as follows:

- Amend Section 200(c) of the Wilbraham By-Laws by deleting the words “and at one public location in each precinct”.
- Amend Section 201(a) of the Wilbraham By-Laws to read as follows: The Annual Town Meeting shall be held in either April, May or June of each year, the date to be determined by the Board of Selectmen.
- Amend Section 204(a) of the Wilbraham By-Laws to read as follows: The town election of officers shall be held on the third Saturday in May.
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**ARTICLE 33. By-Law Amendments - Dogs.** Passing by unanimous vote to amend the Town By-Laws as follows:

- Amend Section 604.2(B) of the Wilbraham By-Laws to read as follows: Any owner or keeper of a dog six months of age or older in the Town of Wilbraham shall cause that dog to be licensed each year. Licensing is issued annually for a 12-month period beginning January 1.
- Amend Section 604.2(c) of the Wilbraham By-Laws to read as follows: Licensing is available during January, February and March, or earlier at the discretion of the Town Clerk. Any owner or keeper who applies for a dog license, whether new or renewal, after April 30, will be charged a late fee for the current year, as established by the Board of Selectmen.

Following article 15, a motion was made by Donald Flannery to take article 34 out of order and bring it forward for an earlier vote. Motion was seconded and passed by majority vote. Vote on article was as follows:

**ARTICLE 34. Wilbraham Center Historic District.** Requiring a two-thirds vote but failing to pass by two-thirds vote (Yes 112, No 97) to Amend Article VI of the Town By-Laws, “Regulation of Public Conduct”, by adding Section 635, “Local Historic District”, as on file with the Town Clerk as “Article 34, Exhibit A and Exhibit B”.

First vote was declared failed by the Moderator but more than seven voters stood to request a hand count of the vote. Hand count proceeded and the outcome is listed above.

**ARTICLE 35. Acceptance of qualifying subdivision streets as public ways.** Passing by a majority vote that the Town accept as public ways, pursuant to a layout filed by the Board of Selectmen with the Town Clerk, all or portions of Squire Drive and Falcon Heights Road.

**ARTICLE 36. Zoning By-Law Amendment – Retail Sales of Automobiles & Trucks:** Requiring a two-thirds vote, passing by unanimous vote to amend the Wilbraham Zoning By-Law by deleting the second sentence in section 6.5.2 which reads as follows: “In no event shall the percentage of used automobiles or trucks displayed or stored on the premises exceed forty (40) percentage of the total number of new and used automobiles or trucks displayed or stored on said premises during any one week period.”

**ARTICLE 37. Accessory Residential Garage Use Regulations:** Requiring a two-thirds vote, passing by a declared two-thirds vote to amend the Wilbraham Zoning By-Law by deleting existing section 3.6.2.2 and substituting therefor a new section 3.6.2.2 to read as follows: “Private attached garage, detached garage and/or carport accessory to a



residential dwelling with a combined number of garage doors not to exceed three (3) and with combined garage space not to exceed 1100 square feet, unless so authorized by special permit from the Planning Board. The location and size of accessory garages shall also be subject to the requirements imposed under section 4.4.8. Parking or storage of motor vehicles shall be subject to the requirements imposed under section 4.5.”

**ARTICLE 38. Zoning By-Law Amendment – Location & Size of Residential Accessory Buildings:** Requiring a two-thirds vote, passing by a declared two-thirds vote to amend the Wilbraham Zoning By-Law by deleting existing section 4.4.8 and substituting therefor a new section 4.4.8 as set forth in a document entitled “Zoning Amendment Exhibit A” on file with the Town Clerk.

**ARTICLE 39. Zoning By-Law Amendment – Earth Removal Permits:** Requiring a two-thirds vote, passing by a declared two-thirds vote to amend the Wilbraham Zoning By-Law by deleting existing section 10.4.1 and substituting therefor a new section 10.4.1 as set forth in a document entitled “Zoning Amendment Exhibit B” on file with the Town Clerk, or take any other action relative thereto.

**ARTICLE 40. Town By-law Amendment & Zoning By-Law Amendment – Associate Planning Board Member.** Requiring a two-thirds vote, passing by a declared two-thirds vote to amend Article III Section 308 of the Town By-Laws (Elected Town Officials – Wilbraham Planning Board) by deleting the words “one-year term” in the second sentence of paragraph (a.) and substituting therefor the words “three-year term” and to amend the Wilbraham Zoning By-Law by deleting existing section 15.4.2 and substituting therefor a new section 15.4.2 as set forth in a document entitled “Zoning Amendment Exhibit C” on file with the Town Clerk, or take any other action relative thereto.

**ARTICLE 41. Zoning By-Law Amendment – Mixed Use Development:** Requiring a two-thirds vote, passing by a declared two-thirds vote to amend the Wilbraham Zoning By-Law by revising sections 1.3, 3.5, 3.6 and 14.0 as set forth in a document entitled "Zoning Amendment Exhibit D" on file with the Town Clerk, or take any other action relative thereto.

Motion made, seconded and passed by unanimous vote to adjourn the meeting at 10:55 PM.

Attest: *Beverly J. Litchfield*, MMC, CMMC  
Town Clerk of Wilbraham

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**TOWN BULLETIN**

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Boston, Massachusetts  
The foregoing amendments to the town by-laws adopted under articles 32, 33, 36, 37, 38, 39, 40 and 41 of the warrant for the Wilbraham town meeting that convened on May 17, 2010 are hereby approved.  
September 20, 2010                      Martha Coakley                      Kelli E. Gunagan  
   Attorney General                      Assistant Attorney General

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**SPECIAL STATE ELECTION**

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**January 19, 2010**

Total registered voters - 10285	<u>Registered by precinct</u>
Total votes cast ----- 6513	Precinct A - 2582
% voted -----64 %	Precinct B - 2550
	Precinct C - 2565
	Precinct D - 2588

**SENATOR IN CONGRESS**

Scott P. Brown	R	4237
Martha Coakley	D	2216
Joseph L. Kennedy	U	58
Write-ins		1

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**2010 ANNUAL TOWN ELECTION**

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**May 22, 2010**

Total Registered Voters ---10,201	<u>Voted by Precinct</u>	<u>Total Registered</u>
Total Vote Cast -----1365	Precinct A – 383	2548
% Voted ----- 14%	Precinct B – 285	2535
	Precinct C – 275	2542
	Precinct D – 422	2576

**SELECTMAN – 3 YRS.**

David W. Barry	D	678
Robert J. Boilard	R	679

(recount for this office held June 1, 2010, resulted in a tie)

**ASSESSOR – 3 YRS.**

Dawn L. Barnes	R	942*
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**REG. SCHOOL COMMITTEE – 3 YRS.**

Marianne Colby Desmond	R	932*
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**CEMETERY COMMISSIONER – 3 YRS**

Philip J. Hamer	R	966*
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**WATER COMMISSIONER – 3 YRS**

Alan R. Burch	R	952*
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**LIBRARY TRUSTEE – 3 YRS**

James S. Jurgens	R	811*
Mary E. McCarthy	R	847*

**LIBRARY TRUSTEE – 1 YR**

Steven Allosso	R	930*
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**PLANNING BOARD – 5 YRS**

Richard E. Butler	R	968*
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**PLANNING BOARD – 3 YRS.**

John R. Boudreau	D	877*
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**WILBRAHAM HOUSING AUTH – 5 YRS**

Peter Manolakis	R	938*
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**STATE PRIMARY**

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**September 14, 2010**

Total registered voters --- 10,246	<u>Total voted by precinct</u>	<u>Total registered</u>
Total votes cast ----- 2016	Precinct A – 495	Precinct A -2569
% voted ----- 20 %	Precinct B – 444	Precinct B - 2556
	Precinct C – 462	Precinct C - 2542
	Precinct D – 615	Precinct D – 2579

**DEMOCRATIC BALLOT****Voted by Precinct**

Precinct A - 317

Precinct B - 261

Precinct C - 235

Precinct D - 409

Total - 1222

**GOVERNOR**

Deval L. Patrick 793

Write-ins 35

**LIEUTENANT GOVERNOR**

Timothy P. Murray 819

Write-ins 6

**ATTORNEY GENERAL**

Martha Coakley 757

Write-ins 9

**SECRETARY OF STATE**

William Francis Galvin 793

Write-ins 5

**TREASURER**

Steven Grossman 543

Stephen J. Murphy 393

Write-ins 3

**AUDITOR**

Suzanne M. Bump 454

Guy William Glodis 454

Mike Lake 83

Write-ins 1

**REPRESENTATIVE IN CONGRESS**

Richard E. Neal 864

Write-ins 11

**COUNCILLOR**

Thomas T. Merrigan 692

Write-ins 2

**SENATOR IN GENERAL COURT**

Gale D. Candaras 886

Write-ins 4

**REPRESENTATIVE IN GEN.****COURT**

Angelo J. Puppola, Jr 890

Write Ins 2

**DISTRICT ATTORNEY**

Stephen J. Buoniconti 213

James R. Goodhines 108

Michael T. Kogut 152

Stephen Spelman 270

Brett J. Vottero 466

Write Ins 2

**SHERIFF**

Michael J. Ashe 909

**REPUBLICAN BALLOT****Voted by Precinct**

Precinct A – 149

Precinct B – 183

Precinct C – 201

Precinct D – 221

Total – 754

**GOVERNOR**

Charles D. Baker 701

Write-ins 12

**LIEUTENANT GOVERNOR**

Richard R. Tisei 635

Write-ins 29

**ATTORNEY GENERAL**

Write-ins 118

**SECRETARY OF STATE**

William C. Campbell 628

Write-ins 1

**TREASURER**

Karyn E. Polito 515

Write-ins 3

**AUDITOR**

Mary Z. Connaughton 601

Kamal Jain 84

Write-ins 2

**REPRESENTATIVE IN CONGRESS**

Jay. S. Fleitman 456

Thomas A. Wesley 303

Write Ins 3

**COUNCILLOR**

Michael Franco 622

Write-ins 2

**SENATOR IN GENERAL COURT**

Thomas A. McCarthy 644

Write Ins 1

**REPRESENTATIVE IN GEN.****COURT**

Joshua Carpenter 620

Write Ins 2

**DISTRICT ATTORNEY**

Write-ins 90

**SHERIFF**

Write-ins 24

**LIBERTARIAN BALLOT****Voted by Precinct**

Precinct A – 0

Precinct B – 0

Precinct C – 0

Precinct D – 0

Total - 0

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**2010 SPECIAL TOWN ELECTION**

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**September 25, 2010**

Total Registered Voters ---	10,254	<u>Voted by Precinct</u>	<u>Total Registered</u>
Total Vote Cast -----	2564	Precinct A – 666	2573
% Voted -----	25%	Precinct B – 553	2555
		Precinct C – 617	2542
		Precinct D – 728	2584

**SELECTMAN – 3 YRS.**

David W. Barry	D	1061	
Robert J. Boilard	R	1502*	* Denotes Winner

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**STATE ELECTION**

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**November 2, 2010**

Total Registered Voters - 10328	<u>Registered by Precinct</u>
Total Votes Cast ----- 6502	Precinct A - 2605
% Voted ----- 63 %	Precinct B - 2568
	Precinct C - 2563
	Precinct D - 2592

**GOVERNOR/LT. GOVERNOR**

Patrick/Murray	2377
Baker/Tisei	3355
Cahill/Loscocco	587
Stein/Purcell	89
Write-ins	3

**ATTORNEY GENERAL**

Martha Coakley	3023
James P. McKenna	3288
Write-ins	5

**SECRETARY OF STATE**

William Francis Galvin	3285
William C. Campbell	2762
James D. Henderson	133
Write-ins	1

**TREASURER**

Steven Grossman	2650
Karyn E. Polito	3527
Write-ins	1

**AUDITOR**

Suzanne M. Bump	2282
Mary Z. Connaughton	3461
Nathanael A. Fortune	246
Write-ins	7

**REP. IN CONGRESS**

Richard E. Neal	3294
Thomas A. Wesley	3083
Write-ins	4

**COUNCILLOR**

Michael Franco	3455
Thomas T. Merrigan	2410
Write-ins	2

**SENATOR IN GEN. COURT**

Gale D. Candaras	3573
Thomas A. McCarthy	2736
Write-ins	4

**REP. IN GENERAL COURT**

Angelo J. Puppola, Jr.	3686
Joshua Carpenter	2500
Write-ins	0

**DISTRICT ATTORNEY**

Stephen J. Buoniconti	1631
Mark G. Mastroianni	4671
Write-ins	2

**SHERIFF**

Michael J. Ashe Jr	4807
Write-ins	36

**QUESTION 1: Remove tax  
alcohol/bev.**

YES	3395
NO	2795

**QUESTION 2: Repeal  
St.Law/build. permit**

YES	2540
NO	3537

**QUESTION 3: Reduce Sales tax  
to 3%**

YES	3092
NO	3274

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**VOTER REGISTRATION BY PRECINCTS**

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**As of December 31, 2010**

Precinct	Republican	Democrat	Unenrolled	Libertarian	Interdependent	Green Rainbo	Green USA	Conservative	Total
<b>A</b>	494	853	1215	8	1	2	--	--	2573
<b>B</b>	553	727	1233	10	--	--	--	--	2523
<b>C</b>	584	648	1256	10	--	3	1	1	2503
<b>D</b>	538	755	1263	2	1	4	--	--	2563
<b>Total</b>	<b>2169</b>	<b>2983</b>	<b>4967</b>	<b>30</b>	<b>2</b>	<b>9</b>	<b>1</b>	<b>1</b>	<b>10162</b>

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**VITAL STATISTICS**

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Vital event	2008 males	2008 females	<b>2008 TOTAL</b>	2009 males	2009 females	<b>2009 TOTAL</b>	2010 males	2010 females	<b>2010 TOTAL</b>
BIRTHS	32	32	<b>64</b>	31	36	<b>67</b>	37	31	<b>68 (12/6/10)</b>
MARRIAGES	--	--	<b>42</b>	--	--	<b>45</b>	--	--	<b>37</b>
DEATHS	105	158	<b>263</b>	87	124	<b>211</b>	83	132	<b>215 (12/29/10)</b>

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**FINANCIAL SUMMARY**

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**Statement of Receipts and Disbursements****July 1, 2009 – June 30, 2010****RECEIPTS FY 2010**

DOG LICENSES	\$23,290.75
DOG FINES & FEES	\$ 3,880.00
FISH & WILDLIFE LICENSES	\$12,650.35
MARRIAGE LICENSES	\$ 990.00
MISCELLANEOUS CLERK'S FEES	\$28,837.18
<b>TOTAL FY '10 RECEIPTS</b>	<b>\$69,648.28</b>

**DISBURSEMENTS FY 2010**

TOWN TREASURER: DOG ACCOUNT	\$27,170.75
DIVISION OF FISHERIES & WILDLIFE	\$12,434.25
TOWN TREASURER: CLERK'S FEES	\$30,043.28
<b>TOTAL FY '10 DISBURSEMENTS</b>	<b>\$69,648.28</b>

Board of Selectmen

Following the Town Election in May, the board reorganized with James Thompson as chairman, Patrick Brady as vice chairman and Robert Boilard as clerk. Following a recount of the selectmen's contest which resulted in a tie vote and a "failure to elect," the board (then consisting of James Thompson and Patrick Brady) called a Special Town Election in September. Following the Special Town Election, the board again voted Robert Boilard as clerk.

The board generally meets on a weekly basis. During June, July and August, the board meets once or twice a month, depending upon issues. During calendar year 2010, the board tackled a number of short-term and long-term issues. The following represents a sampling of some of the more significant items addressed:

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## Projects and Issues During 2010

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**Finances and Budget** - Calendar year 2010 marked another year of downsizing town government as state aid and local receipts both saw further reductions caused by a reduced state tax receipts due to the recession. However, due to timely controls on spending and hiring, and the implementation of organizational changes, the town ended the fiscal year with a surplus. Going forward, we believe the town is well positioned to face the serious fiscal challenges ahead.

**Senior Tax Work-off Program.** In an effort to ease the tax burden for our senior citizens, the board decided to increase the number of hours seniors can work in exchange for a property tax abatement. The Tax Work-off Program, previously capped at \$750 per year was increased to \$1,000 per year.

**Regionalization.** The town continued to participate in a consortium of nine towns in studying the feasibility of having public safety dispatching performed on a regional basis. The public agencies in this consortium are: Amherst (Lead), Hadley, Belchertown, Ludlow, East Longmeadow, Pelham, South Hadley, Ware, and the University of Massachusetts. In addition, the board had discussions with some of our neighboring communities regarding other possible groupings for regional dispatching, as well as the sharing of other services.

**Casinos** – Selectmen continue to monitor legislative activity relative to casinos and specifically action that might lead to a resort casino in a nearby community. John Pearsall, Wilbraham's Planning Director participates, on behalf of the board, on the Western Massachusetts Casino Task Force. The group is tasked with identifying regional impacts of any proposed casino and seeking to have any such impacts addressed through enabling legislation or the siting process.

**Retiree Health Insurance Costs and GASB 45** - At the end of 2009, a second committee was formed to review the town's unfunded liability for employee health insurance costs. This committee made a number of recommendations including: raise retiree premium contributions; adopt Section 18A of MGL Ch 32B; consider premium increases and plan changes; establish a Post-Employment Benefits Trust Fund to hold monies for future post-employment benefits costs; fund Trust from health-plan related sources. All of these recommendations have now been followed and implemented, with the exception of premium increases and plan changes, which will require obtaining agreement from all collective bargaining units.

**New Regional High School** – Groundbreaking for the new Minnechaug Regional High School occurred in September and by the end of the year much of the steel structure had already been erected.

Discussions were had with the regional school committee and administration regarding accelerating the bonding schedule in order to take advantage of historically low municipal bonding rate and a significant reduction in the amount of taxes needed for project borrowing.

**Gazebo Park** – United Church sent a letter to the board asking if there was interest by the town in the purchase of Gazebo Park. The board, after discussions with the Planning Board, decided that there was merit in supporting this proposal if funding through the Community Preservation Act was available and, if so, with support at the 2011 Annual Town Meeting.

**Wilbraham's 250<sup>th</sup> Anniversary** – In 2013, Wilbraham will celebrate the 250<sup>th</sup> anniversary of incorporation. In December, an anniversary committee was appointed by the Board to make plans for, and to facilitate, an appropriate celebration of this milestone. Expect to hear much more about this.



In closing the Board wishes to thank town board and committee members, volunteers and town employees for the excellent service that they perform on behalf of the town.

#### BOARD OF SELECTMEN

James E. Thompson, Chairman  
Patrick J. Brady  
Robert J. Boilard

Robert A. Weitz, Town Administrator  
Pamela E. Beall, Secretary to Board of Selectmen

## Personnel Board

The Wilbraham Town By-Laws under Section 509 provide for the Board of Selectmen to appoint a Personnel Board of five members, the members to hold staggered terms of three (3) years. This board's purpose is to advise the Board of Selectmen on all matters pertaining to personnel policy. The Board of Selectmen adopts personnel policies relating to all positions not otherwise covered by collective bargaining agreement, except with reference to positions filled by popular election.

To that end, the Personnel Board held seven public meetings during 2010. The board reviewed personnel policies involving revisions to the town's Hiring Policy and a new Employee Conduct Policy, as well as a reclassification of a number of previously established policies under separate groupings to identify policies which are regulatory, and administrative in nature, and those which pertain to non-union employees only.

A new Compensation Policy and a review of the Classification Policy (which refers to the system the town follows when determining a pay grade for placement on the non-union pay scale), and a policy on Nepotism and Fraternalism will be the board's focus for 2011.

Respectfully submitted  
Herta Dane, Human Resources Coordinator

Joan Paris, Chairperson  
Paul Lemieux  
Mark Brannigan  
Joe Kelly  
Paul Bernier

## Information Technology

The IT Department had a very busy 2010. As a staff of one, much of the department's time was taken up supporting day-to-day technology needs of all town departments. Outside consultants were leveraged to provide the extra support needed, especially for the public safety departments of police and fire. Despite being short staffed, much was accomplished in 2010 and a list of many IT Department accomplishments is below:

- Supported all town department printers, network devices, workstations, servers, software, printers, phone, radio and other "IT-like" systems. IT staff priority is to always ensure that other departments maintain continuity of business operations – especially public-facing services.
- Finalized the replacement of the Charter Managed VPN system with a faster, more modern open source solution using a mix of recycled and new hardware. The town is now in complete control of its own secure

building-to-building network and no longer pays Charter Communications for this service. However, the town still relies exclusively on Charter to provide Internet bandwidth to each building. Worked with Charter to install a fiber optic cable at Town Offices for faster building-to-building network “pipe.”

- Worked extensively with the Facilities Superintendent and DPW divisions to implement new generators at the Police Station and Town Offices. These generators were approved by the Capital Planning Committee and Annual Town Meeting.
- Upgraded Town Offices with new battery backup units in the data center, phone system and all computers. This enables all offices to gracefully handle the changeover from grid power (or loss of) to generator power. This also adds protection against equipment damage and preserves the town’s investment in existing technology.
- Worked with Selectmen’s Office, Human Resources Coordinator, Treasurer/Collector, and Accounting Departments to migrate from the town’s legacy finance and logistics system to a more modern system. Worked extensively with staff and the software vendor to keep the project on track and keep implementation costs as low as possible.
- Implemented a free VMware-based virtualization pilot project to discover the feasibility of migrating all town servers to a virtual computing platform. Initial success led to further research in open source virtualization technologies such as “KVM” and “OpenVZ.” Migrated virtualization pilot project (and all existing virtual machines) to a fully open source (free software) virtualization cluster solution. All new servers will be built as virtual machines, which will result in less hardware purchases. Existing physical servers are scheduled to be transitioned to virtual servers in 2011.
- Worked with Massachusetts Broadband Institute, (<http://www.massbroadband.org/>) as their “community liaison” to Wilbraham. The MBI has received federal stimulus funds to use in building over 1300 miles of fiber optic networking in Western Mass. The MBI’s current plan includes running fiber optic service to Wilbraham’s police and fire stations. We have also requested that they consider running fiber to other key buildings in Wilbraham, such as Town Office, Minnechaug, Public Library, Public Access TV studios, and Senior Center.
- Worked with Broadband Advisory Committee to begin research into a town-owned fiber optic network. Discussed pros and cons, costs, vendors and more. Worked with DPW/Engineering to provide maps and cost information for build-out estimating.
- Began outreach efforts with East Longmeadow’s IT Director. This enabled Wilbraham’s IT Department to see how East Longmeadow’s modern fiber optic network has vastly improved their public and internal service offerings.
- Began process of replacing outdated laptops and upgrading wireless service cards in police cruisers. This enables faster access to operational data for the officers on the road.
- Implemented multiple hardware and software projects at the Fire Department. This enables better operational and situational awareness and improves communication with hospitals and other safety organizations.
- Finalized implementation of paging system at Police Department to modernize their method of contacting staff.
- Worked with Senior Center staff and vendor to install a modern phone system at the Senior Center.
- Added 5.5TB of redundant archival storage capacity to Town Office and another 5.5TB at Public Access TV. This aids in historical data preservation efforts and enables Public Access TV to generate and store more content for broadcast.
- Added large plotter-style printer to DPW/Engineering Department to replace a failed one that had been removed the prior year. This enables the engineers to print large (up to E-size) maps.
- Worked with town website vendor to transition to new servers. This dramatically improved loading speed of pages on the town website.

- Upgraded battery backup and wiring at police/dispatch. This improved reliability and availability of critical systems.
- Upgraded memory in many departments existing workstations to defer replacement cost and extend their useful life. Replaced some workstations with modern ones and recycled the old ones for other projects.
- Continued to collect obsolete and failed technology equipment for eventual archival and proper e-waste disposal. Long term storage of e-waste material enables the town to wait for free/sponsored e-waste recycling events. Recycled over 500 lbs of UPSes through APC's TradeUPS program, at no cost to the town.

Nathan DeLong, IT director

## Broadband Advisory Committee

A Broadband Advisory Committee was formed by the Board of Selectmen to look into expanding access to broadband and broadband services in and for the Town of Wilbraham.

The committee created the following mission statement: To develop recommendations to the Board of Selectmen for expanding the capacity of the town government's information technology infrastructure, while concurrently exploring strategies to provide Wilbraham residents, businesses, and organizations with more options for obtaining voice, data and video services.

The Broadband Advisory Committee is looking at the most fiscally responsible way to bring broadband options to the Town of Wilbraham.

Respectfully submitted  
Caroline Cunningham

Will Caruana, Chairman  
Nate DeLong  
James Jones  
Tom Newton  
Felix Newton

## FINANCE

### Treasurer/Collector

The Collector / Treasurer's Office is responsible for the financial administration of all municipal funds, including cash flow analysis, all aspects of debt management, collection and reconciliation of receivables and cash, tax titles, payroll, trust funds, performance bonds, preparation of various fiscal reports, and compliance with applicable federal and state laws. The department also oversees the administration of employee benefits in retirement, the deferred compensation 457 plan, and the Section 125 cafeteria plan. As treasurer I serve as financial advisor to the Capital Planning Committee and forecast local receipts for the budget process, in addition to planning, designing, developing, and implementing new computerized applications for the Treasurer's Office, Collector's Office, and other various departments. I am also the Tax Title Custodian for the town, charged with the care, custody, management, and control of all property acquired by the foreclosure of tax titles.

The Collector / Treasurer's office is also responsible for the timely billing and collection of 95% of the town's operating revenues. This equates to the issuance of approximately 50,000 bills annually. The department functions as the disbursing agent for the town and issues in excess of 16,000 payroll and accounts payable payments annually.

We have been working on a number of projects in 2010. An update is as follows:

The first is the financing of the Main Street Sewer Project. All financing has been completed. We bonded for \$ 3,834,310 and \$ 549,669 through the Massachusetts Water Pollution Abatement Trust for the project. Residents and organizations that benefited from the Main Street Sewer Project have been assessed for their portions of the costs.

The second is the GASB 45 study which has been completed. This study contains the amount of the unfunded liability for future retiree health insurance costs. This study resulted in the town voting to require that all new retirees move to Medicare for their health insurance upon age 65 to minimize the impact of future health costs.

The third is the conversion to new financial software. The department completed the conversion and is live with the new software. We are now in the process of tweaking the software for maximum efficiency. With this conversion we are able to offer online bill payments. You can now pay your bills online through the town's website.

The goal of the Treasurer / Collector's Office is to perform the duties required by the town in an efficient and courteous manner. This goal requires teamwork to accomplish and would not be possible without the efforts of a great and friendly staff. I wish to thank Lynne, Janet, Diane, and Amy for their outstanding customer service and the work they do for the town.

I also wish to thank the residents of Wilbraham, the Board of Selectmen, the Finance Committee, the Capital Planning Committee and other boards and departments for their continued support and cooperation. Lastly, if you have any questions about the department or its operations, please feel free to stop in and say "Hi" or call me at 596-2800, X 130. You can also check us out on the web at [www.wilbraham-ma.gov](http://www.wilbraham-ma.gov).

Thomas P. Sullivan CMMC, CMMT  
Treasurer / Collector

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**Bank Balances as of June 30, 2010**


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BANK OF WESTERN MA PEOPLES UNITED	GENERAL	7,721.53
BANK OF WESTERN MA PEOPLES UNITED	COMMUNITY PRES ACT FUND	0.00
COUNTRY BANK	GENERAL	0.00
BANK OF AMERICA	CASH MANAGEMENT	153,301.43
BANK OF AMERICA	CULTURAL COUNCIL	5,048.33
BANK OF AMERICA	DOCUMENTARY HERITAGE GT	0.00
BANK OF AMERICA	POLICE	0.00
BANK OF AMERICA	PAYROLL	157,573.69
CITIZENS	RECREATION	62,202.17
MMDT	CONSERVATION	31,125.79
MMDT	COMMUNITY PRES ACT FUND	73,115.79
MMDT	CEMETERY CARE & MISC TRIST FUNDS	41,607.38
MMDT	GENERAL	9,293.14
MMDT	STABILIZATION	4,593.26
MMDT	STABILIZATION-CAPITAL PROJECTS	5,230.76
MMDT	PEAK ROAD FUND	1,335.80
MMDT	DEACON WARRINER SCH FUND	821.81
MMDT	CHLOE BLISS STEBBINS FUND CHARITY	1,709.00
MMDT	BLISS STEBBINS FUND-LIBRARY	1,706.18
MMDT	TERCENTARY OBSERVANCE FUND	1,405.43
MMDT	SCHOOL LOT FUND	790.73
MMDT	SOLDIERS MONUMENT PK FUND	1,365.81
MMDT	CRANE PARK MEMORIAL FUND	4,240.21
MMDT	LIBRARY DOC HERITAGE GT	0.00
PEOPLES SAVING BANK	GENERAL FUND	6,089,982.27
PEOPLES SAVING BANK	DEBT CARD ACCOUNT	1,000.00
PEOPLES SAVING BANK	PARK & RECREATION DEPT	0.00
PEOPLES SAVING BANK	STABILIZATION	1,143,716.60
PEOPLES SAVING BANK	DEA ASSET FUND	8,106.50
PEOPLES SAVING BANK	POLICE DRUG TRUST	63,287.19
PEOPLES SAVING BANK	COMMUNITY PRES ACT FUND	804,538.34
PEOPLES SAVING BANK	STABILIZATION-CAPITAL PROJECTS	387,797.24
PEOPLES SAVING BANK	SEC DEP D'AMATO	627.21
STATE STREET	GOVERNMENT INVESTMENT	0.00
TD BANKNORTH	MONEY MARKET	5,600.70
TD BANKNORTH	VENDOR	354,001.28
UNIBANK	GENERAL	\$287,392.31
		-
TOTAL BANK ACCOUNTS		9,710,237.88
		-
TOTAL CASH		9,710,237.88

**TOWN COLLECTOR CASH PAID July 1, 2009 - June 30, 2010**

TAXES:	OUTSTANDING	COMMITTED	REFUNDS	TREASURER	ABATED & EXP	TRANSFERS	OUTSTANDING
PERSONAL PROPERTY							
1994	2,660						2,660
1995	2,888						2,888
1996	2,611						2,611
1997	2,442						2,442
1998	3,058						3,058
1999	2,708						2,708
2000	2,402						2,402
2001	2,338						2,338
2002	358						358
2003	914						914
2005	280						280
2006	385						385
2007	1,139						1,139
2008	1,706			215			1,491
2009	6,656			4,617			2,039
2010		526,972	708	525,270			2,409
2011				235			-235
REAL ESTATE						TAX TITLE	
1990	616						616
1991	8,387						8,387
1992	993						993
2007	77,357			73,657		3,700	0
2008	167,169			82,524		10,455	74,189
2009	478,393			268,622		13,255	196,516
2010	-58,515	26,903,496	43,003	26,234,005	144,253		509,725
2011				33,207			-33,207
CPA							
2007	606			576		30	0
2008	1,437			763		134	539
2009	4,404			2,377		121	1,905
2010	-346	275,825	422	268,288	2,664		4,949
2011				147			-147
PAYMENT IN							
LIEU OF TAXES - 2010		2,486		2,486			0
MOTOR VEHICLE EXCISE							
PRIOR YEARS	0	110		110			0
2003	2,828		144	280	144		2,548
2004	3,331		58	129	58		3,202
2005	6,777		58	676	40		6,119
2006	9,223		271	2,066	958		6,470
2007	12,007		853	6,105	853		5,902
2008	15,093	1,358	2,828	11,351	3,303		4,625
2009	46,305	220,965	16,295	239,233	20,680		23,652
2010		1,556,341	10,497	1,438,795	23,727		104,316
FARM ANIMAL EXCISE							
2009		532		532			0
APPORTIONED SEWER							
PAID IN ADVANCE	0	20,355		20,355			0
BETTERMENTS ADDED TO TAXES SEWER							
2008	219						219
2009	53			3			50
2010		1,605		1,605			0
2010		177,775		176,140			1,635
BETTERMENTS ADDED TO TAXES WATER							
2010		211		211			0

**TOWN COLLECTOR CASH PAID July 1, 2009 - June 30, 2010**

TAXES:	OUTSTANDING	COMMITTED	REFUNDS	TREASURER	ABATED	TRANSFERS	OUTSTANDING
COMMITTED INTEREST SEWER		473		473			
PAID IN ADVANCE	58						58
2008	22						22
2009	21						21
2010		206		206			0
2010		49,653		49,170			484
COMMITTED INTEREST WATER							
PAID IN ADVANCE		0		0			0
2010		70		70			0
LIENS ADDED TO TAXES SEWER							
2007	576			576			0
2008	996			427		148	420
2009	1,566			784			783
2010		11,140		8,853			2,287
LIENS ADDED TO TAXES WATER							
2007	103			103			0
2008	1,366					136	1,230
2009	209						209
2010		6,353		6,140			213
POLICE FALSE ALARM LIENS							
2007	700			700			0
2008	25			25			0
2010		50		50			0
WATER DEPARTMENT						TRANSFERS	
WATER RATES	18,224	1,256,623		1,231,814	6,331	4,832	31,871
SEWER DEPARTMENT							
SEF	0			0			0
SEWER USE	20,373	797,613	489	759,369	15,181	8,512	35,412
LANDFILL						TRANSFERS	
2009		244,650			244,650		0
2010		449,350		193,320	200		255,830
ACCOUNTS RECEIVABLE:							
LIQUOR LICENSES	0	31,770		31,770			0
VETERANS SERVICES	12,102	16,527		9,319	52		19,259
UNAPP BET-SEWER (MAIN ST PROJECT)		3,433,000		23,200	54,500	3,355,300	0
APP BET SEWER (MAIN ST PROJECT)		3,355,300		20,355		177,230	3,157,715
SEWER PRIVLEDGE FEE (TOWN & HIGH SCHO		2,289,000		539,005	0		1,749,995
SEWER PRIVLEDGE FEE INTEREST		27,001		27,001			0
TOTALS	865,222	41,656,809	75,625	32,297,310	517,593	3,573,854	6,208,899
ITEMS COLLECTED							
INTEREST - TAXES - CPA				118,728		DEPUTY FEES	14,353
FEES - TAXES, WATER, SEWER, SEWER AVAILABILITY, ETC				53,344		FEES	20,105
BAG STICKERS & 2ND CAR STICKERS				8,771		WATER FEE	11,759
POLICE FALSE ALARMS				0		MISC RECEIPTS	388
LANDFILL MISC				250		SEWER FEE	6,739
MUNICIPAL LIENS				11,611		INSTALL FEE	
				=====			
TOTAL CASH PAID TO TREASURER				32,490,014			
						TOTALS	53,344

TOWN TREASURER		STATEMENT OF TRUST FUNDS FY 2010					
ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	ADAMS CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
FRANK G. ADAMS	\$300.00	FREDERICK COON	\$50.00	W.H. GRAVES	\$100.00	WILLIAM A. REED	\$200.00
JOHN W. BALDWIN	\$700.00	CRAWFORD FAMILY TRUST	\$500.00	FRANKLIN B. GREEN	\$500.00	JESSE L. RICE	\$200.00
ETHELBERT BLISS	\$256.23	LUCY M. DANE	\$100.00	GRISWOLD FAMILY TRUST	\$500.00	ETTA MAE SIMMONS	\$200.00
EDWARD H. BROWER	\$200.00	HIRAM DANKS	\$100.00	HIMES BURIAL LOT	\$200.00	NELLIE SPENCER	\$100.00
LAURA BRUWER	\$1,000.00	DEWITT FAMILY TRUST	\$250.00	GEORGE E. KNOWLTON	\$200.00	CHLOE B. STEBBINS	\$100.00
ALBRO BRYANT	\$100.00	J.W. DUNSMORE	\$200.00	CHARLES NORTH	\$200.00	LUTHER MILTON STEBBINS	\$200.00
HOWARD CALKINS	\$200.00	F. FULLER & M. LANE	\$300.00	PERPETUAL CARE MISC	\$3,500.00	ELIZABETH TUPPER	\$50.00
HENRY CLARK	\$100.00	HARRIET GATES	\$200.00	CHARLES PARKER	\$300.00	BLISS STOCK (FRAC SHARE)	\$2,062.77
COCHRANE FAMILY TRUST	\$500.00	GOLDSMITH	\$50.00	P.P. POTTER	\$103.24	PIAGET FAMILY TRUST	\$500.00
GREEN FAMILY TRUST	\$500.00	PAGE	\$100.00	CARPENTER	\$100.00	J. ISENBURG	\$200.00
S. RASCHILLA / L. HARRIS	\$200.00	J MCKEON	\$200.00	P. MURPHY	\$200.00	D. VIVIAN	\$200.00
		P. MOON	\$200.00				
TOTAL ADAMS CEMETERY AND ETHELBERT BLISS				NON-EXPENDABLE TRUST AMOUNT		\$15,822.24	
				NEW NON-EXPENDABLE TRUST		\$1,400.00	BLISS STOCK (FRAC SHARE)
	NEW	MOGHADDAM	\$100.00		NEW	ACHISON	\$200.00
	NEW	CARPLUK	\$300.00		NEW	WORTHINGTON	\$100.00
	NEW	SHEEHAN	\$200.00		NEW	PARADIS	\$200.00
	NEW	STRANGE	\$200.00		NEW	SAMIMI	\$100.00
		BALANCE 30-Jun-09	EXPENDABLE 30-Jun-09	INTEREST FY 2010	DIVIDENDS FY 2010	EXPENSES FY 2010	BALANCE 6/30/2010
TOTALS ADAMS CEMETERY AND ETHELBERT BLISS		\$20,771.93	\$4,949.69	\$98.57	\$849.44	\$0.00	\$23,119.94
							\$5,897.70
EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	EAST WILBRAHAM CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
CHARLES AMADON	\$150.00	EMMA CARSON	\$50.00	LORA M. GREEN	\$50.00	INEZ PERRY (2)	\$100.00
BISHOP LOT	\$150.00	INEZ CHILSON	\$100.00	ELIZA U. JONES	\$100.00	IRA G. POTTER	\$100.00
HENRY BOWKER	\$100.00	EVALINA H. COPELAND	\$100.00	ABRAHAM KNOWLTON	\$100.00	FRANK & HATTIE RINDGE	\$50.00
H. BUTLER & H. GREEN	\$100.00	DASCO LOT	\$200.00	CHARLES R. KNOWLTON	\$100.00	MARTHA E. SMITH	\$50.00
JAME A. BUTLER	\$100.00	CHARLES A. GATES	\$100.00	A. LEMIEUX SR.	\$110.00	SPEAR - BUTLER LOT	\$200.00
PHILIP & ANGELINA BUTLER	\$100.00	BLANCH B. GILBERT	\$150.00	LOIS LOUNSBURY	\$110.00	FRANCIS E. STEBBINS	\$200.00
WILLIAM BUTLER	\$100.00	BENJAMIN B. GREEN	\$100.00	ANGELINE P. MORGAN	\$75.00	BURNETT	\$200.00
ABEL B. CALKINS	\$150.00	FRED W. GREEN	\$100.00	PERPETUAL CARE MISC	\$3,500.00	PIENIAK	\$200.00
CHARLES M. CALKINS	\$100.00	HENRY GREEN	\$100.00	INEZ PERRY (1)	\$100.00	MCGUIRE	\$200.00
NADOLSKI	\$200.00	J. LEONARD	\$200.00	M PARKER	\$100.00		
BRODECK-FOSTER	\$100.00	M. ATS	\$100.00	M. FERGUSON	\$100.00		
TOTAL EAST WILBRAHAM CEMETERY				NON-EXPENDABLE TRUST AMOUNT		\$8,395.00	
NEW	NEW	NEW	NEW	NEW	NEW	(NEW) PERPETUAL CARE MISC	#REF!
NICKERSON	\$100.00	COTTI	\$200.00				
		BALANCE 30-Jun-09	EXPENDABLE 30-Jun-09	INTEREST FY 2010	DIVIDENDS FY 2010	EXPENSES FY 2010	BALANCE 6/30/2010
TOTAL EAST WILBRAHAM CEMETERY		\$9,406.34	\$1,011.34	\$43.17	\$0.00	\$0.00	#REF!
							\$1,054.51
THE VALUE OF STOCK DONATED BY ETHELBERT BLISS AS OF JUNE 30, 2010							
NAME	SHARES	PRICE	VALUE	NAME	SHARES	PRICE	VALUE
LSI LOGIC CORPORATION ( LSI )	4	\$4.60	\$18.40	COMCAST CORP. ( CMCSK )	54	\$16.43	\$887.22
AVAYA COMMUNICATIONS ( AV )	6	\$0.00	\$0.00	ALCATEL - LUCENT ( ALU )	14	\$2.54	\$35.56
ATT ( T )	360	\$24.19	\$8,708.40	QUEST ( Q )	41	\$5.25	\$215.25
				IDEARC ( IAR )	4	\$0.16	\$0.64
VERIZON ( VZ )	84	\$28.02	\$2,353.68	VODAFONE ( VOD )	52	\$20.67	\$1,074.84
TOTAL VALUE				\$13,293.99			
STATEMENT OF TRUST FUNDS FY							
GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT	GLENDALE CEMETERY IN TRUST FOR	PRINCIPAL AMOUNT
JOHN W. BALDWIN	\$200.00	DANGLEIS	\$400.00	POLOM	\$200.00		
ANNA C. KIBBEE	\$100.00	STONE	\$400.00	FOX NIZIOLEK	\$200.00		
PERPETUAL CARE MISC	\$3,500.00	BRANNIGAN	\$200.00				
ALLYN C. SEARER	\$200.00	H. DESNOYERS	\$100.00				
L LONGWORTH	\$110.00	MASSIDA	\$100.00				
TOTAL GLENDALE CEMETERY				NON-EXPENDABLE TRUST AMOUNT		\$5,710.00	
NEW	NEW	NEW	NEW	NEW	NEW	GLENDALE CEMETERY	\$1,400.00
GERMAIN	\$400.00	LADUE	\$200.00	NIZIOLEK	\$100.00		
NIZIOLEK	\$500.00	QUINN	\$200.00				
		BALANCE 30-Jun-09	EXPENDABLE 30-Jun-09	INTEREST FY 2010	DIVIDENDS FY 2010	EXPENSES FY 2010	BALANCE 6/30/2010
TOTAL GLENDALE CEMETERY		\$7,702.54	\$1,992.54	\$35.38	\$0.00	\$0.00	\$9,137.92
							\$2,027.92
SUBTOTAL CEMETERIES		\$37,880.81	\$7,953.57	\$177.12	\$849.44	\$0.00	#REF!
							\$8,980.13



MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT
PEAKE ROAD	\$434.90	CHLOE B. STEBBINS (LIBRARY)	\$100.00				
SCHOOL LOT FUND	\$641.74	TERCENTARY OBSERVANCE	\$250.00				
SOLDIERS' MONUMENT	\$1,000.00	DEACON WARRINER SCHOOL	\$667.00				
		CHLOE B. STEBBINS (POOR FUND)	\$100.00				
TOTAL MISC		NON-EXPENDABLE TRUST AMOUNT				\$3,193.64	
	BALANCE 30-Jun-09	EXPENDABLE 30-Jun-09	INTEREST FY 2010		EXPENSES FY 2010	BALANCE 6/30/2010	EXPENDABLE 6/30/2010
MISCELLANEOUS							
PEAKE ROAD	\$1,329.96	\$895.06	\$5.84		\$0.00	\$1,335.80	\$900.90
SCHOOL LOT FUND	\$787.29	\$145.55	\$3.44		\$0.00	\$790.73	\$148.99
SOLDIERS' MONUMENT	\$1,359.86	\$359.86	\$5.95		\$0.00	\$1,365.81	\$365.81
CHLOE B. STEBBINS (POOR FUND)	\$1,701.54	\$1,601.54	\$7.46		\$0.00	\$1,709.00	\$1,609.00
CHLOE B. STEBBINS (LIBRARY)	\$1,698.73	\$1,598.73	\$7.45		\$0.00	\$1,706.18	\$1,606.18
TERCENTARY OBSERVANCE	\$1,399.29	\$1,149.29	\$6.14		\$0.00	\$1,405.43	\$1,155.43
DEACON WARRINER SCHOOL	\$818.23	\$151.23	\$3.58		\$0.00	\$821.81	\$154.81
TOTAL MISCELLANEOUS	\$9,094.90	\$5,901.26	\$39.86		\$0.00	\$9,134.76	\$5,941.12
TOTAL CEMETERIES AND MISCELLANEOUS	\$46,975.71	\$13,854.83	\$216.98		\$0.00	#REF!	\$14,921.25
			INTEREST	TRANSFERS IN	TRANSFERS OUT		EXPENDABLE 6/30/2010
STABILIZATION FUND		\$1,334,049.87	\$14,259.99		\$0.00	\$200,000.00	\$1,148,309.86
STABILIZATION FUND CAPITAL PROJECTS		\$388,805.40	\$4,222.60				\$393,028.00
POLICE DRUG FUND		\$62,379.47	\$663.37	\$244.35			\$63,287.19
POLICE DEA ASSET FUND		\$20,585.17	\$218.33		\$12,697.00		\$8,106.50
CONSERVATION FUND	\$30,989.80	\$30,989.80	\$135.99			\$31,125.79	\$31,125.79
GLENDALE INTEREST	ADAMS INT	EAST WILBRAHAM INTEREST	BLISS INT	TOTAL INTEREST	\$0.00		
	\$5.27	\$10.81	\$6.44	\$3.40 JULY			
	\$4.57	\$9.36	\$5.58	\$2.95 AUGUST			
	\$3.87	\$7.94	\$4.73	\$2.50 SEPTEMBER	BLISS DIVIDEND PAYMENTS	EXPENSES	
	\$3.42	\$6.99	\$4.16	\$2.20 OCTOBER	SEPT		
	\$2.86	\$5.86	\$3.49	\$1.84 NOVEMBER	AUG 1	\$234.27	
	\$2.58	\$5.28	\$3.14	\$1.66 DECEMBER	NOV 1	\$194.43	
	\$2.36	\$4.83	\$2.88	\$1.52 JANUARY	DEC		
	\$2.04	\$4.18	\$2.49	\$1.31 FEBRUARY	JUNE		
	\$2.04	\$4.19	\$2.50	\$1.32 MARCH	OCT		
	\$1.92	\$3.94	\$2.34	\$1.24 APRIL	MARCH	\$25.06	
	\$2.17	\$4.44	\$2.64	\$1.40 MAY	FEB 1	\$199.48	
	\$2.28	\$4.66	\$2.78	\$3.28 JUNE	MAY 2	\$196.20	
			\$1.47	TOTAL	JUNE		
	\$35.38	\$72.48	\$43.17	\$26.09 TOTAL INTEREST INCOME	BLISS DIVIDEND	\$849.44	\$0.00
TOTAL INTEREST	\$177.12			BLISS INT AND DIVIDEND	\$875.53		
TOTAL DIVIDEND	\$849.44						
TOTAL NEW SALE							
TOTAL INCREASE IN ASSETS	\$1,026.56						\$871.57

[illegible]

## Board of Assessors

The Board of Assessors is comprised of three members each elected for a three-year term. This past year John M. Wesolowski served as chairman and member Lawrence G. LaBarbera congratulated newly elected Dawn L. Barnes and welcomed her to the board. Richard J. Howell served for 12 years and decided not to seek re-election. The board extends its gratitude to Mr. Howell for his service and wish him the best in all his endeavors. The daily functions of the Assessor's Office are managed by Assistant Assessor Manuel D. Silva, MAA and three staff members: Cathy Barnes, Katherine Bruno, and Karen Benoit.

The Massachusetts Department of Revenue (DOR) requires that all property be within 10% of full and fair market value as of January 1<sup>st</sup> each year. For Fiscal Year 2011 the assessors analyzed market conditions, as mandated by the DOR, and determine all property values based on 2009 sales. Adjustments were needed to maintain equitable property values and reflect market values within 10%. Some property values have increased while others decreased in value depending on several analyzed factors. These factors include, but are not limited to, the type, age, location, style, and size of property. This analysis was completed by in-house staff which resulted in saving tax dollars for the community. In addition to the revaluation, the cyclical inspection program continued throughout the year. This will continue into the current fiscal year to fulfill the DOR requirement that all property is inspected at least once every nine years.

The assessors and the staff have continued their responsibilities this past year relating to the Community Preservation Act and the Senior Work-Off Program. Both programs allow some taxpayers, who meet certain eligibility requirements, to receive an exemption or abatement on their annual taxes. The processing of the paperwork relating to exemptions for both programs is considerable and is ably handled by the assessors staff.

In fiscal year 2011 the total taxable value for real and personal property is \$1,699,562,300. New construction and renovation resulted in new growth of \$13,029,800. This shall produce \$210,953 in new tax dollars. The DOR approved the single tax rate for fiscal year 2011 at \$16.66 per \$1,000 of assessment. The new rate is an increase of \$0.47 from last year's rate of \$16.19. This tax rate applies to all classes of real and personal property. This is in accordance with the vote of the selectmen at the classification hearing held on November 8, 2009.

In summary, our goal and primary concern is to provide the town with a professional service completed by a professional and competent staff. This is to assure that there is a fair and equitable valuation of properties. This also assures the distribution of the property taxes that finance the services provided by other town departments

John M. Wesolowski, Chairman  
Lawrence G. LaBarbera, Assessor  
Dawn L. Barnes, Assessor

# FY 2011 Tax Rate Recapitulation

State Tax Form 31C

## THE COMMONWEALTH OF MASSACHUSETTS DEPARTMENT OF REVENUE TAX RATE RECAPITULATION

FISCAL 2011

OF  
**WILBRAHAM**

City / Town / District

### I. TAX RATE SUMMARY

Ia. Total amount to be raised (from IIe)	\$	<u>36,742,279.61</u>
Ib. Total estimated receipts and other revenue sources (from IIIe)		<u>8,427,571.69</u>
Ic. Tax levy (Ia minus Ib)	\$	<u>28,314,707.92</u>
Id. Distribution of Tax Rates and levies		

CLASS	(b) Levy percentage (from LA - 5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA - 5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	89.4251%	25,320,455.87	1,519,835,110	16.66	25,320,452.93
Net of Exempt					0.00
Open Space	0.0000%	0.00	0		0.00
Commercial	6.9665%	1,972,544.13	118,399,690	16.66	1,972,538.84
Net of Exempt					0.00
Industrial	1.6343%	462,747.27	27,776,500	16.66	462,756.49
<b>SUBTOTAL</b>	98.0259%		1,666,011,300		27,755,748.26
Personal	1.9741%	558,960.65	33,551,000	16.66	558,959.66
<b>TOTAL</b>	100.0000%		1,699,562,300		28,314,707.92

Board of Assessors of

**WILBRAHAM**

City / Town / District

MUST EQUAL IC

**NOTE : The information was Approved on 11/29/2010.**

Manuel D Silva, Principal Assessor, Wilbraham, 413-596-2800

Assessor

11/10/2010 8:25 AM

Date

I am authorized to sign

(Comments)

**Do Not Write Below This Line --- For Department of Revenue Use Only**

Reviewed By

James Podolak

Date :

29-NOV-10

Approved :

Dennis Mountain

Director of Accounts



(Gerard D. Perry)

**TAX RATE RECAPITULATION**

**FISCAL 2011**

**WILBRAHAM**

City / Town / District

**II. Amounts to be raised**

IIa. Appropriations (col.(b) through col.(e) from page 4)	\$	36,326,511.69
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes	0.00	
2. Debt and interest charges not included on page 4	0.00	
3. Final court judgements	0.00	
4. Total overlay deficits of prior years	0.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	14,959.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. Authorized Deferral of Teachers' Pay	0.00	
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00	
10. Other (specify on separate letter)	21,340.08	
TOTAL IIb (Total lines 1 through 10)		36,299.08
IIc. State and county cherry sheet charges (C.S. 1-EC)		208,959.00
IId. Allowance for abatements and exemptions (overlay)		170,509.84
IIe. Total amount to be raised (Total IIa through IId)	\$	36,742,279.61

**III. Estimated receipts and other revenue sources**

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	\$	1,351,753.00
2. Massachusetts school building authority payments	0.00	
TOTAL IIIa		1,351,753.00
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col(b), Line 23)	2,046,517.00	
2. Offset Receipts (Schedule A-1)	25,000.00	
3. Enterprise Funds (Schedule A-2)	3,455,836.00	
4. Community Preservation Funds (See Schedule A-4)	544,075.69	
TOTAL IIIb		6,071,428.69
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col.(c))	268,000.00	
2. Other available funds (page 4, col.(d))	736,390.00	
TOTAL IIIc		1,004,390.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2010	0.00	
b. Free cash..appropriated on or after July 1, 2010	0.00	
2. Municipal light source	0.00	
3. Teachers' pay deferral	0.00	
4. Other source :	0.00	
TOTAL IIId		0.00
IIIe. Total estimated receipts and other revenue sources	\$	8,427,571.69
(Total IIIa through IIId)		

**IV. Summary of total amount to be raised and total receipts from all sources**

a. Total amount to be raised (from IIe)	\$	36,742,279.61
b. Total estimated receipts and other revenue sources (from IIIe)	\$	8,427,571.69
c. Total real and personal property tax levy (from Ic)	\$	28,314,707.92
d. Total receipts from all sources (total IVb plus IVc)	\$	36,742,279.61

**LOCAL RECEIPTS NOT ALLOCATED \***

**TAX RATE RECAPITULATION**

**WILBRAHAM**

City/Town/District

	(a) Actual Receipts Fiscal 2010	(b) Estimated Receipts Fiscal 2011
==> 1 MOTOR VEHICLE EXCISE	1,666,876.00	1,600,000.00
==> 2 OTHER EXCISE	532.00	500.00
==> 3 PENALTIES AND INTEREST ON TAXES AND EXCISES	139,190.00	130,000.00
==> 4 PAYMENTS IN LIEU OF TAXES	2,486.00	2,500.00
5 CHARGES FOR SERVICES - WATER	0.00	0.00
6 CHARGES FOR SERVICES - SEWER	0.00	0.00
7 CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
8 CHARGES FOR SERVICES - TRASH DISPOSAL	0.00	0.00
9 OTHER CHARGES FOR SERVICES	11,611.00	10,000.00
10 FEES	19,267.00	19,000.00
11 RENTALS	25,000.00	25,000.00
12 DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
13 DEPARTMENTAL REVENUE - LIBRARIES	8,881.00	8,000.00
14 DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
15 DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
16 OTHER DEPARTMENTAL REVENUE	19,884.00	19,000.00
17 LICENSES AND PERMITS	148,048.00	140,000.00
18 SPECIAL ASSESSMENTS	1,814.00	2,000.00
==> 19 FINES AND FORFEITS	27,758.00	27,000.00
==> 20 INVESTMENT INCOME	41,873.00	40,000.00
==> 21 MISCELLANEOUS RECURRING (PLEASE SPECIFY)	9,420.00	9,000.00
22 MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	60,242.00	14,517.00
<b>23 TOTALS</b>	<b>\$ 2,182,882.00</b>	<b>\$ 2,046,517.00</b>

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2011 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

JoAnne DeGray, Accountant, Wilbraham, 413-596-2800

11/15/2010 3:09 PM

Accounting Officer

Date

\* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2010 estimated receipts to FY2011 estimated

**CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING**  
**TAX RATE RECAPITULATION**  
**WILBRAHAM**

**FISCAL 2011**

City / Town / District

APPROPRIATIONS							AUTHORIZATIONS	
							MEMO ONLY	
City / Town Council or Town Meeting Dates	FY*	(a) Total Appropriations of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts (See A-1), Enterprise Funds (See A-2), or Community Preservation Fund (See A-4)	(f) *** Revolving Funds (See A-3)	(g) Borrowing Authorization
05/11/2010	2011	32,548,777.00	31,519,387.00	268,000.00	736,390.00	25,000.00	41,000.00	545,000.00
05/11/2010	2011	1,553,687.00	0.00	0.00	0.00	1,553,687.00	0.00	0.00
05/11/2010	2011	1,271,670.00	0.00	0.00	0.00	1,271,670.00	0.00	0.00
05/11/2010	2011	424,335.00	0.00	0.00	0.00	424,335.00	0.00	0.00
05/11/2010	2011	528,042.69	0.00	0.00	0.00	528,042.69	0.00	0.00
<b>Totals</b>		36,326,511.69	31,519,387.00	268,000.00	736,390.00	3,802,734.69		
		Must Equal Cols. (b) thru (e)						

I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

WILBRAHAM

Beverly J. Litchfield, Town Clerk, Wilbraham, 413-596-2800

11/12/2010 9:37 AM

City/Town/District

Clerk

Date

## Town Accountant

The Accounting Department had some changes in the past year. In July we started the long awaited conversion to a new payroll system. After six months of data entry and checking information the new system went “live” with the first payroll of the new year.

We also had another major change in January (2011), when Elayne Stratton retired from the Accounting Department after 33 years of service! We all wish her many happy retirement years!

With Elayne retiring the Accounts Payable/Payroll Clerk’s position was vacant. Thankfully the position wasn’t vacant long. Diane Hamakawa, a three-year employee in the Collector/Treasurer’s Department applied for and was given the opportunity to join the Accounting Department. Diane is learning her new job and doing it very well. We look forward to working with Diane for many years.

Assistant Town Accountant Nancy Johnson continues serving as liaison to the Finance Committee and Capital Planning Committee. She posts their meetings, provides financial information, attends and takes minutes at their meetings. The meeting minutes are available to the public in the Accounting Department during regular business hours.

The figure the Department of Revenue, Division of Local Services certified as “free cash” for Wilbraham this year was \$1,230,136 for the General Fund. The Retained Earnings certified for the Enterprise Funds are as follows: Waste Water \$158,831 and Solid Waste \$40,910. The Water Enterprise Fund had a deficit of \$3,286 this year.

As always I want to thank my staff Nancy Johnson and Elayne Stratton. They do great work! I want to thank all the department directors, our town administrator Bob Weitz and our Board of Selectmen for their continued support.

JoAnne DeGray, CGA  
Town Accountant



**TOWN ACCOUNTANT: COMBINED BALANCE SHEET**  
(UNAUDITED BALANCE SHEET)  
**All Types and Account Group FY2010**

	General Funds General	Government Fund Types Special Revenue	Capital Projects	Proprietary Fund Types Enterprise	Fiduciary Fund Types Trust & Agency	Account Group General Long Term Debt	Totals Memorandum Only
<b>Assets</b>							
Cash & Cash Equivalents	1,931,637.82	2,616,747.56	1,537,426.87	1,097,405.81	1,706,980.40		8,890,198.46
Restricted Cash			49,818.03		595,959.90		645,777.93
<b>Receivables:</b>							
Property Taxes	786,249.50						786,249.50
Tax Liens	70,596.03						70,596.03
Excises	157,478.65						157,478.65
Community Preservation Act Taxes Receivable		7,672.79					7,672.79
Utilities				5,240,490.60			5,240,490.60
Special Assessments	33,490.25						33,490.25
Other	5,376.95	555,895.50					561,272.45
Due from Other Governments	19,540.63						19,540.63
Taxes in Possession	120,461.50						120,461.50
Amt to be Provided for BANS			623,166.00				623,166.00
Amt to be Provided for Retirement of General Long Term Obligations						10,501,078.00	10,501,078.00
Other Amounts to be Provided						1,195,512.00	1,195,512.00
<b>TOTAL ASSETS</b>	\$3,124,831.33	\$3,180,315.85	\$2,210,410.90	\$6,337,896.41	\$2,302,940.30	\$11,696,590.00	\$28,852,984.79
<b>Liabilities &amp; Fund Equity</b>							
<b>Liabilities:</b>							
Reserved for Abatements & Exemptions	316,337.36						316,337.36
Deferred Revenue	876,856.15	563,568.29		5,240,490.60			6,680,915.04
Performance Bonds					559,713.96		559,713.96
General Obligation Bonds						10,501,078.00	10,501,078.00
Accrued Compensated Absences						1,195,512.00	1,195,512.00
BANS Payable			623,166.00				623,166.00
<b>TOTAL LIABILITIES</b>	1,193,193.51	563,568.29	623,166.00	5,240,490.60	559,713.96	11,696,590.00	19,876,722.36
<b>Fund Equity:</b>							
Retained Earnings:				196,454.81			196,454.81
Unreserved							
<b>Fund Balance:</b>							
Reserved for Encumbrances	186,586.00	215,045.61		97,000.00			498,631.61
Reserved for Expenditures	318,000.00	1,520,382.40	1,587,244.90	71,851.00	1,706,980.40		5,204,458.70
Reserved for Debt Payment				732,100.00			732,100.00
Unreserved, Undesignated	1,427,051.82	234,637.53					1,661,689.35
Restricted Fund Balance		646,682.02			36,245.94		682,927.96
<b>TOTAL EQUITY</b>	1,931,637.82	2,616,747.56	1,587,244.90	1,097,405.81	1,743,226.34	0.00	8,976,262.43
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	\$3,124,831.33	\$3,180,315.85	\$2,210,410.90	\$6,337,896.41	\$2,302,940.30	\$11,696,590.00	\$28,852,984.79

**TOWN ACCOUNTANT: FY 2010 GENERAL AND ENTERPRISE FUND EXPENDITURES**

DEPARTMENT FY 2010	BUDGET	TRANS IN/OUT	EXPENDED	ENCUMBERED	SURPLUS
SELECTMEN SALARIES	312,359.00	0.00	277,974.05	0.00	34,384.95
SELECTMEN EXPENSES	30,000.00	0.00	20,557.26	102.00	9,340.74
TOTAL DEPT	342,359.00	0.00	298,531.31	102.00	43,725.69
SELECTMEN NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOWN MEETING SALARIES	15,338.00	8,288.00	17,190.00	0.00	6,436.00
TOWN MEETING EXPENSES	11,730.00	3,070.00	11,825.47	1,186.00	1,788.53
TOTAL DEPT.	27,068.00	11,358.00	29,015.47	1,186.00	8,224.53
REGISTRARS SALARIES	15,155.00	1,180.00	12,020.54	0.00	4,314.46
REGISTRARS EXPENSES	4,805.00	30.00	4,404.51	0.00	430.49
TOTAL DEPT.	19,960.00	1,210.00	16,425.05	0.00	4,744.95
TOWN REPORTS	3,600.00	0.00	3,600.00	0.00	0.00
ACCOUNTING SALARIES	151,035.00	0.00	150,897.58	0.00	137.42
ACCOUNTING EXPENSES	30,691.00	0.00	29,532.17	500.00	658.83
TOTAL DEPT.	181,726.00	0.00	180,429.75	500.00	796.25
ASSESSORS SALARIES	143,913.00	510.00	144,400.67	0.00	22.33
ASSESSORS EXPENSES	16,800.00	0.00	17,720.70	0.00	(920.70)
ASSESSORS NON-RECURRING	16,000.00	0.00	8,233.16	0.00	7,766.84
TOTAL DEPT.	176,713.00	510.00	170,354.53	0.00	6,868.47
TREAS/COLL SALARIES	169,065.00	0.00	168,609.18	0.00	455.82
TREAS/COLL EXPENSES	42,665.00	0.00	33,104.04	8,000.00	1,560.96
TOTAL DEPT.	211,730.00	0.00	201,713.22	8,000.00	2,016.78
TOWN CLERK SALARIES	108,478.00	0.00	108,477.42	0.00	0.58
TOWN CLERK EXPENSES	4,450.00	600.00	4,164.57	0.00	885.43
TOTAL DEPT.	112,928.00	600.00	112,641.99	0.00	886.01
LEGAL EXPENSES	100,000.00	17,415.00	113,528.83	0.00	3,886.17
TOWN OFFICE EXPENSES	78,800.00	0.00	70,179.03	0.00	8,620.97
TOWN OFFICE NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	78,800.00	0.00	70,179.03	0.00	8,620.97
INFORMATION TECH SALARIES	61,469.00	0.00	61,467.58	0.00	1.42
INFORMATION TECH EXPENSES	182,700.00	0.00	161,524.47	21,175.00	0.53
TOTAL DEPT.	244,169.00	0.00	222,992.05	21,175.00	1.95
PLANNING SALARIES	90,366.00	0.00	90,205.22	0.00	160.78
PLANNING EXPENSES	6,550.00	0.00	3,271.32	2,600.00	678.68
TOTAL DEPT.	96,916.00	0.00	93,476.54	2,600.00	839.46
TOWN PROPS. SALARIES	47,140.00	0.00	47,138.68	0.00	1.32
TOWN PROPS. EXPENSES	415,392.00	3,697.00	385,259.28	33,829.00	0.72
TOTAL DEPT.	462,532.00	3,697.00	432,397.96	33,829.00	2.04
PENSIONS EXPENSES	1,056,499.00	191.42	1,056,690.42	0.00	0.00
GROUP INSURANCE EXPENSE	1,191,300.00	0.00	1,024,135.47	0.00	167,164.53

DEPARTMENT FY 2010	BUDGET	TRANS IN/OUT	EXPENDED	ENCUMBERED	SURPLUS
GENERAL INSURANCE EXPENSE	379,500.00	0.00	320,324.30	15,285.00	43,890.70
SURETY BONDS	1,500.00	0.00	1,500.00	0.00	0.00
INSPECTORS SALARIES	109,758.00	0.00	109,614.62	0.00	143.38
INSPECTORS EXPENSES	1,620.00	0.00	1,160.61	0.00	459.39
TOTAL DEPT.	111,378.00	0.00	110,775.23	0.00	602.77
POLICE DEPT. SALARIES	1,897,239.00	0.00	1,873,059.76	0.00	24,179.24
POLICE DEPT. EXPENSES	141,272.00	0.00	141,272.00	0.00	0.00
POLICE NON-RECURRING	0.00	8000.00	8,000.00	0.00	0.00
TOTAL DEPT.	2,038,511.00	8,000.00	2,022,331.76	0.00	24,179.24
FIRE DEPT. SALARIES	1,337,682.00	(8,000.00)	1,326,393.33	0.00	3,288.67
FIRE DEPT. EXPENSES	124,770.00	9680.21	133,287.46	620.00	542.75
FIRE NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,462,452.00	1,680.21	1,459,680.79	620.00	3,831.42
TREE WARDEN SALARIES	8,820.00	0.00	8,820.00	0.00	0.00
TREE WARDEN EXPENSES	38,250.00	0.00	38,089.90	0.00	160.10
TOTAL DEPT.	47,070.00	0.00	46,909.90	0.00	160.10
DISPATCH SALARIES	339,901.00	0.00	333,107.27	0.00	6,793.73
DISPATCH EXPENSES	1,725.00	0.00	1,185.82	0.00	539.18
DISPATCH NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	341,626.00	0.00	334,293.09	0.00	7,332.91
SEALER WGTS SALARIES	4,209.00	0.00	4,209.00	0.00	0.00
SEALER WGTS EXPENSES	665.00	371.00	887.06	0.00	148.94
TOTAL DEPT.	4,874.00	371.00	5,096.06	0.00	148.94
CIVIL DEFENSE EXPENSES	100.00	0.00	0.00	0.00	100.00
TOTAL DEPT.	100.00	0.00	0.00	0.00	100.00
DOG OFFICER SALARIES	18,019.00	0.00	17,694.00	0.00	325.00
DOG OFFICER EXPENSES	6,981.00	0.00	5,617.73	170.00	1,193.27
TOTAL DEPT.	25,000.00	0.00	23,311.73	170.00	1,518.27
REGIONAL SCHOOL ASSESSMENT	18,598,198.00	0.00	18,532,655.96	0.00	65,542.04
HIGHWAY SALARIES	591,744.00	0.00	577,811.67	0.00	13,932.33
HIGHWAY EXPENSES	714,742.00	74,086.00	700,933.07	87,894.00	0.93
HIGHWAY NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,306,486.00	74,086.00	1,278,744.74	87,894.00	13,933.26
ENGINEERING SALARIES	137,168.00	0.00	136,926.74	0.00	241.26
ENGINEERING EXPENSES	50,950.00	0.00	48,923.89	2,000.00	26.11
TOTAL DEPT.	188,118.00	0.00	185,850.63	2,000.00	267.37
HISTORICAL EXPENSES	250.00	0.00	64.00	186.00	0.00
CONSERVATION EXPENSES	1,431.00	0.00	905.68	0.00	525.32
INSECT CONTROL SALARIES	2,511.00	0.00	2,511.00	0.00	0.00
INSECT CONTROL EXPENSES	2,138.00	0.00	1,397.16	0.00	740.84
TOTAL DEPT.	4,649.00	0.00	3,908.16	0.00	740.84

<b>DEPARTMENT FY 2010</b>	<b>BUDGET</b>	<b>TRANS IN/OUT</b>	<b>EXPENDED</b>	<b>ENCUMBERED</b>	<b>SURPLUS</b>
SANITARIAN SALARIES	10,402.00	0.00	10,402.00	0.00	0.00
SANITARIAN EXPENSES	680.00	0.00	145.00	0.00	535.00
TOTAL DEPT.	11,082.00	0.00	10,547.00	0.00	535.00
C.O.A. SALARIES	118,644.00	0.00	113,809.44	0.00	4,834.56
C.O.A. EXPENSES	11,100.00	0.00	10,104.99	995.00	0.01
C.O.A. NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	129,744.00	0.00	123,914.43	995.00	4,834.57
VETERANS SALARIES	11,263.00	0.00	8,345.76	0.00	2,917.24
VETERANS EXPENSES	12,250.00	12,432.40	22,200.63	2,199.00	282.77
TOTAL DEPT.	23,513.00	12,432.40	30,546.39	2,199.00	3,200.01
CEMETERIES EXPENSES	26,463.00	0.00	25,583.68	0.00	879.32
CEMETERIES NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	26,463.00	0.00	25,583.68	0.00	879.32
LIBRARY SALARIES	433,816.00	0.00	422,695.32	0.00	11,120.68
LIBRARY EXPENSES	191,662.00	0.00	181,816.62	9,845.00	0.38
TOTAL DEPT.	625,478.00	0.00	604,511.94	9,845.00	11,121.06
RECREATION SALARIES	169,208.00	0.00	167,797.00	0.00	1,411.00
RECREATION EXPENSES	40,845.00	0.00	40,845.00	0.00	0.00
RECREATION NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	210,053.00	0.00	208,642.00	0.00	1,411.00
DEBT	601,090.00	0.00	490,250.00	0.00	110,840.00
INTEREST ON DEBT	101,823.00	0.00	92,697.96	0.00	9,125.04
SPECIAL ARTICLES	1,188.00	0.00	1,187.50	0.00	0.50
<b>TOTAL GENERAL FUND</b>	<b>30,547,877.00</b>	<b>131,551.03</b>	<b>29,940,344.55</b>	<b>186,586.00</b>	<b>552,497.48</b>
WASTEWATER SALARIES	172,497.00	0.00	168,884.15	0.00	3,612.85
WASTEWATER EXPENSES	846,170.00	0.00	706,755.14	65,000.00	74,414.86
WASTEWATER NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	1,018,667.00	0.00	875,639.29	65,000.00	78,027.71
WATER SALARIES	350,256.00	0.00	347,007.64	0.00	3,248.36
WATER EXPENSES	904,978.00	31,287.00	883,825.68	27,000.00	25,439.32
WATER NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT	1,255,234.00	31,287.00	1,230,833.32	27,000.00	28,687.68
WATER SPECIAL ARTICLES	45,000.00	0.00	44,744.09	0.00	255.91
SOLID WASTE SALARIES	152,482.00	0.00	148,485.30	0.00	3,996.70
SOLID WASTE EXPENSES	286,612.00	0.00	216,689.97	5,000.00	0.00
TOTAL DEPT.	439,094.00	0.00	365,175.27	5,000.00	3,996.70
<b>TOTAL ENTERPRISES</b>	<b>2,757,995.00</b>	<b>31,287.00</b>	<b>2,516,391.97</b>	<b>97,000.00</b>	<b>110,968.00</b>
<b>TOTAL EXP GEN &amp; ENTERPRISE FDS</b>	<b>33,305,872.00</b>	<b>162,838.03</b>	<b>32,456,736.52</b>	<b>283,586.00</b>	<b>663,465.48</b>

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## Finance Committee

Our nine-member committee, appointed by the Board of Selectmen, is responsible for delivering budget recommendations to the citizens of Wilbraham at the Annual Town Meeting. Members serve for three-year terms, with many reappointed at the end of their term. Members' experience ranged from three to 19 years.

Committee members act as liaison to one or more departments and we were able to maintain those assignments during this year's planning, enhancing consistency for department heads and deepening the liaison's understanding of the challenges faced by individual departments. Two members continued to serve as liaisons to the Police, Fire and Central Dispatch departments in order to address the public safety departments in a coordinated manner.

The budget picture for fiscal year 2011 began in December 2010 with little relief expected from the difficult economic circumstances at the national and state level. With no desire to challenge taxpayers with an override of Proposition 2½, town department heads were tasked with providing services with little or negative changes in funding. However, hiring and spending freezes imposed in fiscal year 2009 positioned the town for delivery of services under continued fiscal constraints.

The town has the following sources of revenue: the 2½% allowable increase to property taxes; new growth from the addition of new construction projects coming on to the tax rolls; local receipts (motor vehicle excise tax, dog license fees, other fees, fines, and receipts); free cash, and assistance from the state as Lottery Aid. Our water, wastewater and sewer divisions operate as enterprise funds and are designed to be self-sustaining.

The focus in developing the fiscal year 2011 budget was on how to most efficiently and cost-effectively deliver services to the townspeople. This required some very creative thinking and some hard choices on a broad basis, including the Hampden-Wilbraham Regional School District. The school district achieved significant savings through the closure of Memorial School, viable as the result of decreasing enrollment and offering an improvement in curriculum consistency. Within town departments staff are challenged with increasing demands on their time and reduced resources. We continue to admire the quality of services they deliver.

With the benefit of a soft rebound in town receipts, we were able to support the schools and continue services to the town, as well as to support the police vehicle fleet through the purchase of one car at the end of fiscal year 2010 and the addition of two cars under the fiscal year 2011 budget. Another concern we were able to address was staffing for the fire and emergency services. This budget supported the hiring of one firefighter/EMT midway through the 2011 fiscal year.

In order to meet the proposed budget of \$35,418,397 we supplemented the local receipts and anticipated state aid through the use of \$300,000 from free cash and \$150,000 from our Stabilization Fund. We have funds in our Stabilization Fund totaling 1.5 million dollars, a healthy amount in these difficult economic times and a contributing factor to the AA2 rating received from Moody's rating agency. We also placed \$225,000 in the Reserve Fund in order to meet any expenses during 2011 unanticipated in our proposed budget.

The Finance Committee is proud of the quality of town services and we believe we receive good value for our tax dollars. Our meetings are posted and open to the public, which is always welcome to attend.

Susan Bunnell, Chair  
Roger Fontaine  
Van Gothner

Bob Boilard, Vice-Chair  
David Parke  
Rob Murner

Marc Ducey  
Dan Miles  
Bob Russell



## Capital Planning Committee

The Capital Planning Committee is a five-person committee, three appointed by the Board of Selectmen and two appointed by the Finance Committee. We report to the Board of Selectmen. Members serve three-year terms.

The Capital Planning Committee reviews the capital expenditures of the town by maintaining a Ten-Year Capital Plan. We update the plan every year. These plans are formulated by speaking to department managers of the town and evaluating their capital projects. Projects are such things as maintenance of town buildings (including all school buildings, except Minnechaug), vehicle/fleet management, and equipment purchases that are over \$10,000.

Our methodology also includes open public meetings, reviewing annual requests and recommendations submitted by town departments, on-site meetings and tours of the facilities, input from citizens, and requests from the Board of Selectmen. We present the Capital Plan for review at the annual budget hearing and to the Annual Town Meeting.

Our committee is assisted by four very helpful town employees who attend most of our meetings. Our Town Treasurer/Collector Thomas Sullivan is our key resource for formulating our Capital Plan, preparing online scenarios, and helping with our strategies, including risk assessment. Nancy Johnson, the Assistant Town Accountant, provides exceptional administrative support, research, and project work. Our Building Inspector Lance Trevallion and Facilities Supervisor Ron Rauscher are great resources, monitoring and reporting to us the status of ongoing projects. Their expertise in the construction areas is extremely valuable.

In FY 2011 (last year), the town approved borrowing of \$545,000, allocated for Vehicles & Equipment (\$365,000) and Remodeling Public Buildings (\$180,000). The largest expenditure was the purchase of the replacement to #90 Loader (\$190,000).

Looking at FY 2012 (this coming year) we will be dealing with the renovation of our Fire Department building, a \$1.8 million dollar project.

The members of the 2010 Capital Planning Committee are:

Appointed by the Board of Selectmen

Bob Quintin, Chair  
Michael Mazzuca  
John Strandberg

Appointed by the Finance Committee

Roger Fontaine  
Mark Ducey, Vice Chair

## Community Preservation Committee

In 2010 Community Preservation Act generated approximately \$360,000 of which approximately 73% was raised locally and the balance came from the state.

There were 8 project requests of which 6 were recommended by committee and approved by Town Meeting. Projects approved in 2010 included:

Records Preservation (Historic )  
Little Red School housing siding  
Miles Morgan ADA Improvements

Rice Nature Preserve Field Restoration  
Cemetery Management Plan  
Spec Pond Complex

In 2011 the committee anticipates approximately \$361,000 in additional revenue (local + state) and will evaluate project proposals for consideration by the 2011 Annual Town Meeting.

The committee encourages residents to bring to our attention other worthwhile projects which fall within any of the eligible categories.

Peter N. Manolakis Housing Authority - Chairman  
Frederick W. Fuller, Planning Board  
Stanley J. Soja, Playground & Recreation Commission  
Stoughton L. Smead, Conservation Commission  
David Proto, At-large Member

Margaret Connell, Open Space & Recreation Committee  
Robert Kelliher , Historical Commission  
Frank A. Everton, At-large Member  
Jeffrey Smith, At-large Member

## PUBLIC WORKS

### Department of Public Works

Every year the Department of Public Works (DPW) likes to take the opportunity to report to the community what happened in the past year. The DPW is responsible for a 4.75 million dollar budget and has a total of 29 employees. The following are divisional reports from Engineering, Highway, Water, Wastewater, and Solid Waste highlighting the work accomplished.

#### Highway Division

Wilbraham was fortunate to have a lighter than normal winter (2009-2010). Highway responded to 21 snow events, most requiring deicing and light plowing. Five storms required the use of hired equipment. The use of liquid deicer and salt saved time and money on spring clean-up and allowed us to start working on what proved to be our most productive construction year ever.

In the early part of spring with the frost barely out of the ground, we started reconstruction of Bartlett Avenue using only town equipment and in-house staff. The 3,600-foot long road was reclaimed and regraded to promote positive drainage off the road. Eight drainage structures and associated piping were installed. Highway saved a tremendous amount of money by using town equipment, in-house staff and recycled stockpiled material to regrade the road.

Highway also completed the second phase of the Stony Hill Road School intersection improvements. The intersection was widened and Stony Hill Road was shifted to the east to increase the turning radius for the school buses. This project also included extensive drainage repair, tree removal, landscaping, rebuilding driveways, sidewalk reconstruction, and easement acquisition. All work on this project was done by highway and engineering staff with the exception of the final paving.

Drainage, granite curbing, ADA ramps, and crosswalks were installed on Main Street from the Wilbraham & Monson Academy to Crane Park. Wilbraham & Monson Academy and DPW staff coordinated efforts to realign the pedestrian crossings and the road edge. The location of the underground utilities limited the scope of work.

Contributions were made by the local businesses and the Wilbraham & Monson Academy to fund portions of this project.

Extensive drainage work was completed on Woodland Dell Road east of the fire station and near the drainage ditch. Highway monitored and maintained the drainage system throughout the year to minimize flooding.

Highway worked with a private contractor to remove and replace the deteriorated asphalt sidewalk between Burt Lane and Woodland Dell Road. The scope of this project changed substantially when an old reinforced concrete sidewalk was discovered underneath the asphalt sidewalk. Highway removed the reinforced concrete and prepared the area for a new concrete sidewalk.

Highway reconstructed and re-graded Pidgeon Drive. Approximately 1,000 cubic yards of process gravel was trucked and graded. These types of major projects completed by in-house staff save the town thousands of dollars that can be used to pave other roads.

In addition to the major projects, Highway repaired a large washout near Oakland Street and Main Street, repaired 14 catch basins, maintained drainage ditches, excavated and prepared an area for the new Town Office generator, responded to numerous calls for fallen trees and limbs, spent many hours picking up illegally dumped trash i.e., furniture, TVs, stoves, air conditioners. Highway also patched potholes, replaced signs, cleaned catch basins, and swept the streets.

Two men in the garage worked nonstop repairing equipment and rebuilding and refurbishing plow and winter equipment.

<b>ROADS PAVED 2010</b>		
<b>Street</b>	<b>Location</b>	<b>Description of Work</b>
Main Street	Memorial School to Minnechaug School	Drainage work, sidewalks, top course
Stony Hill Road	500' North of Springfield Street	Sidewalks near elementary school , drainage, overlay
Stony Hill Road	Sunnyside Terrace to Boston Road	Mill and top course
Stony Hill Road	East Longmeadow Road to Tinkham Road	Spot mill and overlay
Crane Hill Road	Boston Road to 144 Crane Hill road	Reclaim, binder, top course
Crane Hill Road	144 Crane Hill Road to Glendale Road	Spot mill, overlay
Pidgeon Drive	All	Reclaim, binder
Mountain Road	Chapel Street to 800'	Spot mill, and overlay
Wright Place	Main Street to Porter Road	Reclaim, binder, top
Bartlett Ave	All	Reclaim, binder
Miles Morgan Court	All	Top
Minnechaug Access Road	All	Top
Burt Lane	All	Spot mill, top
Woodland Dell Road	All	Top course
Brookmont Road	Main Street to 1300'	Top course
Bulkley Road	All	Top course

#### Employees

Frank Shea, Highway Superintendant  
Vinnie Pafumi  
Dennis Dumais  
Timothy Grise

Paul Maguire  
Mitchell Opalinski  
Daniel Gore  
Richard Searles

Jeff Lewis  
Mike Lowe  
Douglas Cutler  
Thomas Tassinari

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## Wastewater Division

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The Wastewater Division is supported as an enterprise fund that generates revenue through semi-annual billing from the town's sewer users. The fund pays for the day-to-day operation of the department as well as payroll expenses. The larger projects go before the Finance Committee to be approved and voted on at Town Meeting. This year's large project was the Wastewater Treatment Plant Force Main Project which was completed by Ludlow Construction Company, Inc. Their bid was \$429,837 and the highest bid received was \$1,216,376. The scope of work for the project was 6,500 LF of eight-Inch PVC (C900) force main, eight-Inch gate valves, 12-Inch PVC gravity sewer, one manhole, two air release manholes, and pumping station modifications at the River Road and Treatment Plant pumping stations. The new force main was installed from Old Boston Road to the town's new discharge location on Enfield Street in Springfield. The purpose of this project was ultimately to increase the amount of wastewater the town could pump into Springfield. The two main pump stations in town will now pump to separate discharge points resolving many of the wastewater issues the town faced.

The Wastewater Division has a total of 10 pumping stations that pump wastewater to Bondi's Island for treatment. The City of Springfield charges the town for the total number of gallons per year and average concentration (Biochemical Oxygen Demand and Total Suspended Solids). The total amount of wastewater pumped to Springfield was 122,112,500 gallons.

Highway and Wastewater staff made improvements to the Wastewater Treatment Plant Pump Station garage area. Energy efficient doors were installed and the space was reorganized to store equipment. The staff pressure washed, scraped and painted the exterior of the building saving the town thousands of dollars.

Two full-time employees maintain all 10 pump stations everyday. This type of work includes pump maintenance, sampling, adding chemicals, building maintenance and flow recording. Staff also respond to sewer blocks and breaks as well as assisting Highway with snow removal operations and construction projects.

If you're connected to the municipal sewer system, there are a number of things you can do to prevent problems from occurring in the town sewer system and on your property. Do not connect sump pumps, storm drains or troughs of any kind into the system. Grease or oil should not be put into the drains. Allow grease or oil to cool before throwing it into the garbage. Manhole covers should not be covered. Don't build decks, sheds, or plant trees over sewer lines. Treating storm water cost thousands of dollars a year and must be passed on to the consumer. Reducing the amount of clean water that enters the system extends the working life of the system and reduces power consumption.

The 2010 sewer rates have not been increased. Rates remain the same as last year:

Residential Rate	\$ 4.10 per 100 cubic feet
Minimum charge	\$52.50
Maximum charge	\$492.00
Flat Rate	\$270.60
Commercial Rate	\$ 5.00 per 100 cubic feet

### Sewer Advisory Board

James Dowd, Chairman  
Joseph Kakley  
Thomas Dean  
Frank Pychewicz

### Employees

Ronald G. Lavoie, Assistant DPW Director  
Richard Zamora, Technician  
Bruce Strong

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## Water Division

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During 2010 the list of duties performed by the Water Division under the supervision of Water Superintendent Michael Framarin, included, but was not limited to: maintaining the four water booster stations, the 2.1 million-gallon water tank and a new corrosion control facility. In addition, four water breaks were repaired, six new water services were installed, two fire hydrants were replaced, more than 80 main line gate valves were cleaned, checked for operation and exercised, 191 work orders for various tasks were completed, 98 testable backflow prevention devices were tested at least once per Mass. DEP regulation, over 200 water samples were taken for water quality analysis and 3,300 meters were read during March and then again in September. Total water usage in 2010 was approximately 442,123,000 gallons as measured by the Massachusetts Water Resources Authority (MWRA) master meter. This amount is nearly 20% more than 2009 (369,562,000 gals.). The hot and dry months of June, July, and August kept residential lawn sprinklers on and therefore water consumption was way up.

Documents submitted to DEP in 2010 included dozens of water quality results forms, weekly chlorine residual, water pressure and pH charts, the Annual Statistical Report, the Consumer Confidence Report (which was also mailed to every household and business in our public water system). Also, monthly state forms are sent in to DEP for water usage and chemical additions to our water.

The new permanent Corrosion Control Facility (CCF) located on Miller Street in Ludlow officially started operating on April 15, 2010. Stantec, Inc. of Northampton, MA was the engineering consultant (design and bidding) for the project. Baystate Regional Contractors, Inc., of Yarmouthport, MA was the general contractor responsible for the project. Upon start-up of the facility, DEP performed a comprehensive inspection of its operation and safety features. Along with the new telemetry and pressure reducing valve (PRV) for the CCF, the alarms and sensors at the department office, the water tank on Bartlett Court, and the McIntosh Drive Water Booster Station were all upgraded.

The old (1997) underground corrosion control injection at the Miller Street Master Meter Vault was discontinued and the existing PRV was removed.

The six-inch transite (A.C.) water mains on Brookside Circle, Brookside Drive, Brookside Road, Colonial Road, East Colonial Road, and South Colonial Road were replaced with eight-inch ductile iron (D.I.) pipe. A section of Brainard Road and West Colonial Road had their water mains replaced and upgraded with new eight D.I. pipe. Pidgeon Drive had its water main extended and looped with Main Street to eliminate a dead end. Approximately 135 water services laterals were installed for these streets. All work was done by M.E. Smith, Inc., of Spencer, MA and the engineering consultant was Stantec, Inc., of Northampton, MA. The projects were part of \$1,200,000.00 bond approved at the May, 2009 Town Meeting.

The McIntosh Drive Water Booster Station had a major renovation with new suction and discharge headers installed. The original four-inch steel pipe headers had been a source of multiple failures over the last few years and were replaced with four-inch copper pipe. The work was accomplished in May, 2010, by Stirling Plumbing of Wilbraham. The total project cost was \$4,600.00.

The Glenn Drive Water Booster Station developed a significant leak in the eight-inch steel suction header pipe. A new section of the header had to be installed. The work was done by L. N. King Plumbing, Inc., of Springfield, MA at a cost of \$3,100.00.

Water System Technician Kevin Shaw resigned from the Department of Public Works after 21 years of service to the town. Kevin had been in the Water Division for sixteen of those years. We wish him success in his future endeavors.

The MWRA, in its effort to comply with federal and state regulations continues to increase our cost for water from the Quabbin Reservoir because of costs associated with complying with state and federal regulations. Currently, liquid chlorine is the primary disinfection for our water. Ultraviolet Treatment (UV) is being planned to be used to meet the requirements for two forms of disinfection and will be used as the primary disinfection by 2013. Complying with these regulatory changes such as UV disinfection, 25- million-gallon covered water storage tanks at Nash Hill in Ludlow and the Pipeline Redundancy Project during the last fifteen years cost millions of dollars.

**Current Rates**

\$3.15/100 cf	0-10,000 cf
\$3.35/100 cf	10,001 – 20,000 cf
\$3.65/100 cf	20,001 cf and up
\$47.25	minimum bill

**Employees**

Michael Framarin, Water Superintendant	Robert Gibson	Anthony Garceau
	Lionel Duquette	Paul Willoughby

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**Board of Water Commissioners**

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The Board of Water Commissioners maintained governance of the DPW Water Division and the delivery of reliable, high quality and cost effective water supply to Wilbraham customers.

The Water Division operates as an Enterprise Fund, whereby all of the water budget needs are assessed to the water users. No tax dollars are involved in its operation or budget. Wilbraham’s water is provided by the Massachusetts Water Resource Authority (MWRA) from the Quabbin Reservoir.

The three members of the Water Commission are Alan Burch, Thomas Pilarcik and James Dunbar.

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**Disposal and Recycling Center/Solid Waste Division**

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The solid waste activities at the landfill site are supervised by Ron Lavoie and supported by two employees. The landfill was active until 1995 and served and was supported by the entire Town of Wilbraham. Although the landfill has been capped for a number of years, groundwater monitoring, perimeter gas point monitoring, site inspections and associated reports are completed by the Engineering Division and the town’s consultant, Tighe & Bond, throughout the year as part of the mandatory post closure regulations set by the Department of Environmental Protection (DEP).

The landfill property is currently permitted as a Disposal and Recycling Center (DRC) as well as a composting site. The DRC is an Enterprise Fund that is entirely supported by the users of the facility through annual permits and the pay-as-you-throw bags. In fiscal year 2010 the DRC had 2049 customers that generated 904 tons of trash and 700 tons of recyclables. User fees collected for the DRC are used to pay a private hauler to transport the solid waste from the transfer station to ECO/Springfield, in Agawam, where it is burned to make electricity. User fees are also used to pay for the hauling and disposal of various recyclables.

The DRC also accepts scrap metal, grass clippings, brush, leaves, television sets, computers, twenty pound propane gas tanks, fluorescent light bulbs, air conditioners, and batteries. DRC customers are also able to utilize the Regional Household Hazardous Waste Day that is held once a year. Some of the items accepted are antifreeze, fertilizer,

insect spray, mercury bearing waste, paint (lead- and oil-based only), unwanted medications and more. Collections are by appointment only.

Also recycled are books, bottles, cans and clothes for Planet Aid and the Salvation Army. All these donations are distributed to outreach programs such as Books for Troops, Cub Scouts, Boy Scouts, and the Venture Crew.

The DRC hours are as follows:

**Winter (September 1 – April 30)**

Monday	Closed
Tuesday	7:30 a.m. – 3:00 p.m.
Wednesday	7:30 a.m. – 3:00 p.m.
Thursday	Closed
Friday	7:30 a.m. – 3:00 p.m.
Saturday	7:30 a.m. – 3:00 p.m.
Sunday	Closed

**Summer (May 1 – August 31)**

Monday	Closed
Tuesday	7:30 a.m. – 3:00 p.m.
Wednesday	12:00 p.m. – 7:30 p.m.
Thursday	Closed
Friday	7:30 a.m. – 3:00 p.m.
Saturday	7:30 a.m. – 3:00 p.m.
Sunday	Closed

*\*\* Extended hours the first 2 Saturdays in May (7:30 a.m. – 5:00 p.m.)  
and the first 2 Saturdays in November (7:30 a.m. – 5:00 p.m.).*

**Pay As You Throw Program: Current Rates**

Sticker Fee	\$ 100.00
Senior Rates	\$ 85.00
Bag fee 30 gal	\$ 2.25
15 gal	\$ 1.50

**Employees**

Ron Lavoie, Assistant DPW Director  
Robert Bisi  
Richard Vierthaler

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**Engineering Division**

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Engineering is the department that is the public face of the DPW. Engineering personnel are the liaisons for the residents between DPW, town departments, town organizations, state and federal agencies, and other municipalities. Engineering also provides support for public work’s related activities within the town including, but not limited to construction projects, drainage problems, potholes, water/sewer billing, septic systems, storm water permits, traffic related signage concerns, road damage, potable water issues, public sewer problems, snow removal, roadside mowing, solid waste/DRC, traffic, and town mapping (GIS).

This year the Engineering Division simultaneously managed the largest paving effort to date, a million dollar water main replacement project, a half-million dollar sewer force main project and closed out the Miller Street Corrosion Control Facility in Ludlow.

While managing DPW projects, the Engineering Division is also responsible for providing customer service to residents such as updating the information posted on the DPW website including project updates, available forms and applications, licensed contractors for water, sewer, and septic system installations as well as storm water and DRC updates. With the support of the DPW staff, the Engineering Division also logged, tracked, and responded to hundreds of service requests. The department takes pride in assisting the public and encourages residents to stop in or contact us at 596-2800 x208 for assistance on all DPW matters.

The following is a list of highlighted activities and accomplishments in 2010:

- **Water/Sewer Billing**-The dry summer of 2010 and the water rate increase resulted in the highest water/sewer commitment in history. Many residents doubled or tripled their water consumption to maintain their lawns which generated an abnormally higher volume of customer inquiries for this department.
- **Wastewater Treatment Plant Force Main Project**-Finished the construction of the new force main into the Indian Orchard area of Springfield resulting in significantly more wastewater capacity.
- **Woodland Dell Flood Mitigation Grant**-Completed and qualified for funding of the structural improvements to the Woodland Dell drainage system through the Federal Emergency Management Agency (FEMA). FEMA will notify the town this year to determine if the project will be selected.
- **Stony Hill Road School Entrance**-Completed the safety improvements at the intersection of and finalized easement negotiations.
- **Main Street Center of Town**-Coordinated the drainage improvements, sidewalk installation and paving in the center of Town.
- **Water Main Replacement Project in Colonial Acres Area**-Assisted in working with the residents and the contractor on the completion of the new water main.
- **Road Resurfacing Projects**-Prepared the necessary plans, specs, and bid documents for this year's road resurfacing and drainage projects. Completed paving inspection. Prepared and administered Chapter 90 documents for state reimbursement of qualifying road-related expenses.
- **Geographic Information System**-Completed the first phase of the parcel alignment project. Continued to inventory all record maps in the new software. Updated the stormwater system mapping in preparation for new Phase II Stormwater Regulations. Reviewed sewer and water data for next year's updates. The town GIS website (<http://hosting.tighebond.com/wilbraham>) was updated with new data.

The following is a list of some statistics from daily business activities completed within the division:

Drainlayers' (Sewer Installers') Licenses	10
Pavement Cut/Stormwater Permits and Inspections	69
Residential Inquiries Reported and Investigated	2,500 +
Sanitary Sewer Connection Permits and Inspections	75
Septage Haulers' Licenses	4
Septic System Installers' Licenses	23
Water Installers' Licenses	5
Water and Sewer Semi-Annual Bills	3446
Water Backflow Bills	41

Members of the Engineering staff are also members of the following organizations:

- Stormwater Committee.
- Joint Transportation Committee at the Pioneer Valley Planning Commission
- Geographic Information System Committee
- Transportation Improvement Project Sub-Committee
- Local Emergency Planning Commission
- Chicopee Valley Aqueduct Working Group
- Western Regional Homeland Security Advisory Council
- Traffic Safety Committee



Members of the engineering staff are responsible for attending and participating in various meetings including, but not limited to, Board of Selectmen, Planning Board, Conservation Commission, Water Commissioners, Sewer Advisory Board, Massachusetts Water Resource Authority, Finance Committee, Capital Planning Committee, department directors and financial staff.

Employees

Edmond W. Miga, Jr., P.E. DPW Director/Town Engineer	Donna Daviau, Administrative Assistant
Tonya L. Basch, P.E. Assistant Town Engineer	Krystine Viess, Administrative Assistant
Dena Grochmal, Engineering Assistant	

Tree Warden

The tree program continued to progress fairly well. Approximately 72 dead and hazardous trees were removed and 28 trees were trimmed of deadwood, limbs, etc.. All work was done by private contractors.

Unfortunately we had seven severe storms in May and June which depleted the tree care budget.

Once again, I express my sincere thanks to the DPW and other town departments for help and guidance; also many thanks to town residents for their great support.

Richard C. Swain, Tree Warden

Insect Pest Control

The Pest Control Officer is responsible for trying to suppress certain pests and diseases on town-owned property, as outlined in Mass. General Laws chapter 132, section 13.

The most common pests affecting plants are Dutch elm disease, poison ivy, and hogweed. The most common insects are wasps, bees, mosquitoes, caterpillars, and biting flies.

This past year, 26 diseased elms were removed and disposed of. Suppression of poison ivy and hogweed continued. Also seven white-face wasp nests were destroyed.

I continue to look for signs of the Asian long-horned beetle (frass, egg laying sites, and beetle exit holes) on many hardwood tree species. The trees are continually inspected and climbed to inspect the trunk and branches. Three more subdivisions were found to be clear of Asian long-horned beetle activity. This disastrous insect entered this country in wood pallets from China, and has no natural enemies and is causing death to many hardwood species in Worcester and surrounding towns, where thousands of public and private trees have been removed from approximately 75 square miles, costing more than \$70 million in city, state, and federal funds. This pest problem will be closely monitored.

Richard C. Swain, Pest Control Officer

## Police Department

The year 2010 presented many challenges for the officers of the Wilbraham Police Department. The department started the year with funded positions for 26 Police Officers, a civilian administrative assistant and civilian on-call cell attendants. The police facility is shared with the Central Dispatch Department. At the start of the year 26 police officer positions were filled. In February we were impacted by the resignation of Officer Mathew F. Markiewicz. Officer Markiewicz left municipal policing after providing ten years of professional and caring service to this community.

The Central Dispatch Department continues to serve Police, Fire, Ambulance, DPW, and the Animal Control Officer by being the Public Safety Answering Point for E-911 calls and requests for public safety services as well as radio dispatch services. We are participating in a grant study funded by the Massachusetts State 911 Department to study the benefits of participation in a Regional Emergency Communication Center which would process all public safety communications for the partner communities.

Town Meeting in May authorized police officer staffing of 26 positions for FY 2010. Since February, 25 of the positions were filled. In September, the Board of Selectmen approved the hiring of an officer to the vacant position. In November, the Board of Selectmen approved the conditional appointment Officer Thomas D. Motyka. Officer Motyka has completed the Massachusetts Municipal Police Training Committee Basic Training Course for police officers. He had recently served as a full-time police officer at UMASS Memorial Hospital - Worcester and as a part-time police officer for the towns of Ware and Brookfield, Massachusetts. His appointment was effective January 3, 2011. The community will be well served by Officer Motyka.

Each year there is a review of the records kept for and reported to the F.B.I. and the Massachusetts State Police. Those records are compared to the previous year. We also keep a public log which serves as a chronological record of each request for service. When records are examined, we look for year-to-year consistencies or anomalies. At times, the year-to-year analysis reveals only minor changes. The analysis for 2010 shows a 35% in the crimes that constitute the Uniform Crime Report-F.B.I. Crime Index lead by very significant increases in Assault (38%), Burglary (47%) and Auto Theft (92%). The examination of the W.P.D. Activity Index shows other significant increases, Vandalism (57%), Criminal Arrest (19%) and Fatal Motor Vehicle Accidents from none in 2009 to three in 2010. These increases were addressed with fewer officer duty hours. We did experience some decreases but not in critical service areas such as these. When reviewing response to events, it is important to remember that one of our primary services is to have a preventative presence in the community.

Massachusetts State Police continue to assist with our critical incident response. Participation with the Western Region Homeland Security Council supports our All Hazard Planning and Disaster/Emergency Response.

Community Policing continues to be our law enforcement priority. We have a most successful School Resource Officer Program. We continue our successful collaboration with the Hampden-Wilbraham Regional School District with an ongoing C.O.P.S. Grant for school safety and a newly initiated U.S. Department of Education – U.S. Department of Justice Safe Schools Healthy Students Grant for Life Skills Education. The school committee and the superintendant of schools have endorsed the need for these services. The RAD (Rape Aggression Defense) program is an integral part of our community wide effort to decrease the effects violence. The Traffic Enforcement Program has allowed the officers to deliver services to areas that are the source of chronic violations. Through these

programs our officer's have fostered a cooperative effort with residents, citizen groups and other town departments to redefine how policing services are delivered.

As we continue to address the need for increased levels of service it is most evident that to maintain services, we must maintain the service hours available from officers and the means by which they deliver services. In planning for the present and the future, the areas of emphasis must be training, vehicles, communication technology, and a public safety facility.

I am thankful for the community support we continue to receive. That support combined with the fine work of our officers has made Wilbraham a good place to live and work.

Allen M. Stratton, Chief of Police

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## Statistical Report

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### I. CRIMINAL COURT COMPLAINTS

#### primary arresting offense

RAPE	0
ROBBERY	0
ASSAULT AGGRAVATED	7
ASSAULT SIMPLE	11
INTIMIDATION	7
ARSON	1
RESTRAINING ORDER VIOLATION	8
BURGLARY/BREAK & ENTER	7
SHOPLIFTING	14
THEFT FROM BUILDING	2
THEFT FROM MOTOR VEHICLE	3
ALL OTHER LARCENY	7
MOTOR VEHICLE THEFT	2
FALSE PRETENSES/SWINDLE	3
EMBEZZLEMENT	1
STOLEN PROPERTY OFFENSES	4
VANDALISM	4
DRUG/NARCOTIC VIOLATION	18
WEAPON VIOLATION	4
BAD CHECKS	2
DISORDERLY CONDUCT	4
DRIVING UNDER THE INFLUENCE	33
PROTECTIVE CUSTODY	11
FAMILY OFFENSE/NON-VIOLENT	0
LIQUOR LAW VIOLATION	20
RUNAWAY	3
TRESPASS OF REAL PROPERTY	3
ALL OTHER OFFENSES	36
TRAFFIC/BY-LAW	147
<b>TOTAL</b>	<b>362</b>

### II. PERSONS ARRESTED OR CHARGED

#### by offense type

A. Criminal	172
B. Motor Vehicle	179
C. Protective Custody	11
<b>TOTAL</b>	<b>362</b>

### III. PERSONS ARRESTED OR CHARGED by age

A. Adults	324
B. Juvenile	38
<b>TOTAL</b>	<b>362</b>

### IV. PERSONS ARRESTED OR CHARGED

#### by offense type/age

A. Criminal -	adults	151
	juvenile	21
B. Motor Vehicle -	adults	176
	juvenile	3
C. Protective Custody -	adults	11
	juvenile	0
<b>TOTAL</b>	<b>TOTAL</b>	<b>362</b>

### V. PERSONS ARRESTED OR CHARGED by sex

A. Adults Charged -	male	246
	female	81
B. Juvenile -	male	18
	female	6
C. Adults protective custody -	male	9
	female	2
D. Juveniles protective custody -	male	0
	female	0
<b>TOTAL</b>	<b>TOTAL</b>	<b>362</b>

### VI. PERSONS INCARCERATED by age/sex

A. Adults -	males	98
	females	24
B. Juveniles -	males	7
	females	3
<b>TOTAL</b>	<b>TOTAL</b>	<b>132</b>

### VII. UNIFORM TRAFFIC OFFENSES

	civil	warning
Violate RMV Rules & Reg	21	39
Stop sign/red lens violations	21	69
No right turn on red	2	0
Improper pass/marked lanes	21	24

Seatbelt	1	6
Child restraint	0	0
Passing school bus	0	0
Speeding	81	300
Fail inspect MV	67	107
Defective equipment	14	68
Unregistered MV	13	2
No license/Reg in possession	8	9
All other moving violations	17	14
Recreational vehicle violation	9	0
<b>TOTAL</b>	<b>275</b>	<b>638</b>

#### VIII. MOTOR VEHICLE VIOLATIONS by type

A. Uniform Traffic Citations	275
B. Warnings	638
C. Parking Violations	26
<b>TOTAL</b>	<b>939</b>

#### IX. UNIFORM CRIME REPORT (FBI crime index offenses)

Forcible Rape	0
Robbery	2
Assaults	94
Burglary	47
Larceny-Theft	181
Motor Vehicle Theft	25
Arson	2
<b>TOTAL</b>	<b>351</b>

#### X. BURGLARY BREAKDOWN

Forced Entry	27
Unlawful Entry	14
Attempted Forced Entry	6
<b>TOTAL</b>	<b>47</b>

#### XI. LARCENY BREAKDOWN

Larceny over \$ 200	72
Larceny between \$50 & \$200	36
Larceny less than \$ 50	73
<b>TOTAL</b>	

#### XII. VEHICLE ACCIDENTS

Fatal Accidents	3
Personal Injury Accidents	70
Property Damage Accidents	258
Hit & Run Accidents	24
<b>TOTAL</b>	<b>355</b>

#### XIII. PERSONS INJURED IN M/V ACCIDENTS

Persons Killed	3
Persons Injured	110
<b>TOTAL</b>	<b>113</b>

#### IV. OTHER ACTIVITY PUBLIC LOG

Call Incidents (citizen 6842; police 7560)	14402
Call Incidents needing further invest.	898
Alarms investigated	902
Lost/Missing Persons	32

Suspicious Persons / Activity	890
Deaths Investigated	9
Complaints /Obscene /Harassing	16
Phone Calls	
Towed M.V.'s	297
Domestic Disturbances	115
Vandalism	159
Unsecured buildings	10
Civil marijuana possession	18

#### XV. STOLEN PROPERTY BREAKDOWN

Taken, breaks into homes	\$23,232
Taken, breaks into businesses	\$20,400
Taken in larcenies	\$159,321
Taken in MV thefts	\$206,458
Taken in robberies	\$557
<b>Combined total stolen property</b>	<b>\$410,070</b>

#### XVI. RECOVERED PROPERTY

<b>Value of stolen property recovered</b>	<b>\$105,662</b>
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#### XVII. COURT ACTIVITY

(statistics not available at deadline)

#### XVII. PERMITS ISSUED

Pistol Permits	129
F.I.D. Cards	13

#### XVIII. FEES COLLECTED

Pistol permits & FID cards	\$10,300
Video/Report Requests	\$1,229.50
Dealer Permits	0
Fingerprint Cards	\$35
Restitution Checks	\$240
<b>TOTAL</b>	<b>\$11804.50</b>

#### Statistical Comparison: Uniform Crime Report: FBI Crime Index

	2009	2010	% change
Criminal Homicide	0	0	0%
Rapes	0	0	0%
Robbery	3	2	-33%
Assault	68	94	+38%
Burlary/Res/Bus	32	47	+47%
Larceny	153	181	+18%
Auto Theft	13	25	+92%
<b>TOTAL</b>	<b>259</b>	<b>351</b>	<b>+35%</b>

#### Statistical Comparison: W.P.D. Activity Index

	2009	2010	% change
Call Incidents	15596	14402	-8%
Written Complaints	839	898	+7%
Alarms responded to	822	902	+10%
Protective Custody	10	11	+10%
Criminal Arrests	145	172	+19%
Vandalism	101	159	+57%
Domestic Disturbance	131	115	-12%
MV Accidents – fatal	0	3	+300%
MV Accidents –injury	77	70	-9%

Property Damage	251	258	+3%
Hit & Run Accidents	28	24	-14%
MV Accidents Total	356	355	0%

Arrest M/V	201	179	-11%
<b>TOTAL</b>	<b>1659</b>	<b>1367</b>	<b>-18%</b>

#### Motor Vehicle Violations Cited

	2009	2010	% change
Civil	493	275	-44%
Warnings	965	913	-5%

#### Uniform Crime Reporting Clearance Rates

	2009	2010
First 6 months	35%	26%
Second 6 months	29%	23%
<b>TOTAL YEAR</b>	<b>32%</b>	<b>24%</b>

### Police Department Personnel

#### CHIEF

Allen M. Stratton

#### CAPTAINS

Roger W. Tucker

Raymond J. Kallaughier

#### SERGEANTS

Gary J. Pabis

Daniel E. Carr

Glen R. Clark

Timothy F. Kane, Jr

Robert G. Zollo

#### PATROLMEN

James H. Pirog

John P. Siniscalchi

Mark A. Paradis

Peter O. Laviolette

Lawrence H. Rich III

Thomas P. Korzec

Harold R. Swift

Christian A. Letendre

Daniel E. Menard-School Resource Officer

Shawn B. Baldwin-Investigator/Court Officer

Matthew F. Markiewicz (Resigned 2-20-10)

Jeffrey R. Rudinski-School Resource Officer & Patrol

Edward C. Lennon-Investigator/Court Officer & Patrol

Timothy J. Camerlin

Michael J. Cygan

Joseph R. Brewer

Aderico P. Florindo

Jesse J. Nason

#### ADMINISTRATIVE ASSISTANT

Lisa M. Bouchard

#### CELL ATTENDANTS

Lisa M. Bouchard

Tom Cortis

Dave Lamana

Mary Bready

Mark Duclos

David Goodrich

Linda Ely

Anthony Gentile

Gary Saccomani

Diane Hastings

Matthew Lapre

Daniel Ryan

Jeffrey Korman

Reginald McCallister

## Central Dispatch

During 2010 Central Dispatch logged over 14,000 calls for service by the town's emergency services. Dispatchers determined the appropriate response, provided pre-arrival medication instructions when necessary. Central Dispatch continued to be the first point of contact for residents needing town emergency services: police, fire, medical service. Central Dispatch also maintains radio contact with the DPW, and is often called upon to answer questions about road conditions, school closings, animal complaints, or other concerns residents have.

Please remember that dialing 911 is for emergencies only. Other police business should be called to office 596-3837.

Thomas Cortis, Supervisor

Shirley Rae

Lisa Bouchard

David Clark

Marc Duclos

Anthony Gentile

Linda Ely

Matt Schultz

## Fire Department

In January, after an internal promotional process, the Board of Selectmen promoted Thomas Shaw to the position of Fire Captain on B Shift. Captain Shaw has 23 years of service with the Fire Department. This opening was caused by Captain Bourcier moving from shift to Fire Prevention Officer.

The Board of Selectmen also moved to fill the vacant Firefighter/EMT position with Mathew Walch after review of applicants by the fire Officers, fire commissioners, town administrator and human resources coordinator.

Call Firefighter/EMT Richard Chase retired at the end of December, after 18 years of dedicated service to the community. Dick's energy and efforts above and beyond the call of duty will be greatly missed. Thanks Dick.

Training continues to be an important part of our state of readiness and in 2010 members of the department completed over 2600 hours of training to maintain and improve their skills to provide service and protection to the community.

The Wilbraham Fire-Police Dive Team was able to purchase underwater communications equipment with funds from various fundraising efforts and the town's Capital Plan. This equipment allows divers to communicate with the rescue boat for improved safety and command and control of the incident.

We continue to explore possible options for a Regional Emergency Communications Center for 911 call handling and dispatching of emergency calls with neighboring communities. Grants have become available from the state to study the feasibility of regionalization of dispatch services.

A Comprehensive Public Safety Staffing Study by the Matrix Consulting Group recommends funding for three areas: A Deputy Chief, a Captain of Training/ EMS, and an increase of one firefighter per each of the four groups to bring the shift complement to six. This increase in personnel would help with the multiple calls that are occurring more regularly. The Board of Selectmen, Finance Committee and the Annual Town Meeting approved funding for one position starting half way through the fiscal year. We expect the Firefighter/EMT position to be filled in early 2011. Thanks for your support in these difficult times.

Francis W. Nothe, Fire Chief

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### Fire Department Activity

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	2010	2009	2008	2007
Fire/Emergency Responses	750	619	661	613
EMS/Emergency Responses	1637	1514	1527	1543
EMS/Medical Transports	1346****	1273***	1264**	1197*
<b>Total Emergencies</b>	<b>2387</b>	<b>2133</b>	<b>2188</b>	<b>2156</b>

\* Plus 97 Medical Transports by Mutual Aid Ambulance due to limited staffing and or multiple emergency calls.

\*\* Plus 83 Medical Transports by Mutual Aid Ambulance due to limited staffing and or multiple emergency calls

\*\*\* Plus 111 Medical Transports by Mutual Aid Ambulance due to limited staffing and or multiple emergency calls

\*\*\*\* Plus 104 Medical Transports by Mutual Aid Ambulance due to limited staffing and or multiple emergency calls

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## Code Compliance Activity

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Smoke & CO Detector Permits and Inspections	189
Oil Burner Permits and Inspections	36
LP Permits and Inspections	35
U.S.T.R. Permits and Inspections	7
U.S.T.I. Permits and Inspections	0
A.G.T.I. Permits and Inspections	24
Residential Building Plan Review	28
Commercial Building Plan Review	4
Residential Sprinklers Permits and Inspections	4
Commercial Sprinkler Permits and Inspections	3
21E Assessments	6
Power Vent Permits and Inspections	1
Blasting Permits and Inspections	2
Tank Truck Permits and Inspections	9
Tank Truck Exemption Permits	6
Smokeless Black Powder Permits	0
Firework Display Permits and Inspections	0
Kitchen Hood Fire Suppression System Permits and Inspections	0
FP 290 Permits	2
Fire Alarm System Permits and Inspections	8
Incident Report Requests	7
Un-vented Gas Heater Permits and Inspections	1
Flammable / Combustible Liquid Storage Permits and Inspections	12
Open Burning Permits	664
Miscellaneous Inspections	702
<b>TOTAL</b>	<b>1756</b>

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## Fire Department Roster

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Fire Chief	Francis Nothe	EMT-D, Emergency Manager
Captains	Tom Laware	EMT-D,
	Tom Shaw	EMT-I
	Peter Nothe	EMT-P, Communications & Tech. Specialist
Captain of Fire Prevention	William Manseau	EMT-I, SAFE Educator
	David Bourcier	EMT-I, LEPC Co Chair, Training Officer
Privates	Neal Johnson	EMT-D, Asst. Mechanic
	Scott Facey	EMT-D
	Russell Mitchell	EMT-I, Head Mechanic
	Wendy Denning	EMT-I. SAFE Educator
	Dan Corliss	EMT-P
	Paul Budaj	EMT-P, SAFE Educator
	Anthony Cerini	EMT-P, EMS Coordinator
	Joshua Mullen	EMT-P
	Dane George	EMT-P
	Richard Hatch, Jr	EMT-P
	Victor Robidoux	EMT-P
	James Royce	EMT-P
	Kevin Brown	EMT-P
	Jason Dimitropolis	EMT-P

	Timothy Rogers	EMT-I
	Anthony Arventos	EMT-P
	Mathew Walch	EMT-I
Call Firefighters	Mark Haraysz	Firefighter
	Richard Chase	Firefighter/First Responder
	Mark Haraysz Jr.	EMT-D
Administrative Assistant	Lena McCaffrey	
Ambulance Billing Clerk	Tricia Cloutier	

## Board of Fire Commissioners

The board has been actively involved in both the hiring and promotion process within the fire department. We are impressed with the professionalism and skills of our new firefighter/EMT, Mathew Walch, and our newest captain, Thomas Shaw.

The board has been working with Chief Nothe and town officials to remodel the Boston Road station in a timely manner. The current station has numerous issues with the building that need immediate attention in addition to a lack of space for needed equipment and fire functions. Currently we must purchase equipment that fits the station space and not what would best serve the needs of the town. Access to equipment and vehicles is hampered and some vehicles and equipment are currently stored in a lean to and temporary structure. The current building climate is the ideal time to address our needs for today and the future. We thank all the town government officials involved for their support in this much needed project.

With the steady increase in yearly fire and EMS emergency responses, our manpower needs have become a high priority issue that needs to be addressed. The Matrix Consulting report supports the need for more personnel at many levels. Adding additional firefighter/EMTs to bring each shift up to six responders will decrease overtime costs and provide for an immediate fire or EMS response when there are multiple medical calls.

We thank recently retired Richard Chase for his dedicated service as a call firefighter/EMT. We continue to be impressed with the outstanding service and commitment provided by Chief Nothe and his entire department.

Gary Petzold  
Ralph Guyer  
Ed Rigney

## Local Emergency Planning Committee

The Local Emergency Planning Committee has been diligent with Emergency Planning and Community Right-to-Know Act (EPCRA), Hazardous Chemical Storage Reporting Requirements. Its purpose is for any hazardous chemical used or stored in the workplace, in which facilities in our community must maintain a Material Safety Data Sheets (MSDS), and submit the MSDS's to their State Emergency Response Commission (SERC), Local Emergency Planning Committee (LEPC) and the local fire department. Facilities must also report an annual inventory of these chemicals by March 1<sup>st</sup> of each year. The information must be made available to the public.



In addition, this year we have been updating our Comprehensive Emergency Management Plan (CEMP) with the commonwealth. This program is designed to provide community emergency management officials with the ability, via the internet, to directly view and update their respective CEMP information. It will also allow Massachusetts Emergency Manage Agency (MEMA) to collect statewide data and build statewide datasets. This tool will help MEMA when allocating state resources and will give the agency new analytical capabilities.

Planning efforts are continually being reevaluated which include planning for a variety of disasters that may affect the community. Floods, hazardous materials spills, wildfires, natural disasters, and even terrorism all constitute challenges facing community leaders today.

On May 5, 2010, the LEPC met at Fire Headquarters. This meeting coincided with one of our Department Level Training Exercises.

The committee saw first hand one of the new regional firefighting foam units, which were purchased with funds from the Western Mass Regional Homeland Security Advisory Council (WRHSAC). The Western Mass Fire Chiefs Association brought this proposal forward for funding to WRHSAC.

These units cost \$ 76,000 each and have been deployed throughout Western Massachusetts to be used in the event of an ethanol-gasoline spill or fire situation. On a weekly basis, 80 railcar tank trains run through Wilbraham on the CSX Railroad. These tank trains bring ethanol from the Mid West to gasoline terminals in Eastern Massachusetts and Rhode Island. In addition, tankers which carry various hazardous products pass along Route 20 and Interstate 90.

We constantly take steps to make this community a safer place to live and work. The great communications between LEPC members, local government, business owners, and residents makes the entire system succeed.

- |                                       |   |
|---------------------------------------|---|
| David Bourcier – Fire Dept            | Ed Miga – DPW/Engineering                 |
| Ed Cenedella – School Dept            | Terry Nelson – Medical Reserve Corps      |
| Tom Cortis – Central Dispatch         | Fran Nothe – Fire Chief                   |
| Robert Boilard – Selectmen            | Dave Pasquini – Industry/Friendly’s       |
| Caroline Cunningham – Local Access TV | Robert Rucszek – Safety Consultant        |
| Ralph Guyer – Fire Commissioner       | Stoughton Smead – Conservation Commission |
| Ray Kallaughner – Police Dept         | Allen Stratton – Police Chief             |
| Lori McCool – Health Dept             | Bob Weitz – Town Administrator            |

## Ambulance Oversight Committee

The Ambulance Oversight Committee continues to work with the fire chief in overseeing the running of the town’s very busy and still growing ambulance service.

The committee membership has changed this year with Dr. Larry Robbins departing after serving as chairman and acting as the Fire Department’s Medical Control Physician since the start of the town-run ambulance service in 1992. Dr. Robbins is now at Berkshire Medical Center in Pittsfield. Our loss is their gain. Thanks Larry.

The oversight committee’s primary duty of reviewing and acting on ambulance service fee abatements has continued according to now established policy and protocol. These duties are current, and there are no outstanding issues as of this writing.

It is important to note the town's ambulance service remains self sufficient on a receipts-reserved basis, and continues to serve the town extremely well. During 2010 the service responded to 1,637 calls, transporting 1,346 patients (mostly town residents), to local area hospitals. The service also worked closely with the volunteer Medical Reserve Corps in helping the town appropriately prepare and respond to the flu clinics.

The Fire Department instituted electronic patient care records this year to improve the flow of information between EMTs and hospital services. Also CPAP (continuous positive airway pressure) equipment was provided for both ambulances for improved patient care with funds from the Ambulance Gift Fund which many patients have contributed to over the years.

A new ambulance has been ordered and delivery is expected in early spring of 2011. The \$151,289 purchase was funded from ambulance-generated revenues at no cost to the town.

The Wilbraham Ambulance Service provides excellent medical care, and has been recognized by the local and regional medical communities. This year the service received several letters and a commendation from the Baystate Medical Center pursuant to the prompt recognition and excellent handling of a critical cardiac patient who received life saving treatment by several members of the department. The town should be proud of this excellent service.

Larry D. Robbins, D.O.

Payka L. Chevrier

Claudia Considine

John T. Libel

John Rigney

## Parking Clerk

In 2010, 29 parking tickets were issued:

- 20 were paid on time

- 3 were paid with additional late fees

- 4 were unpaid at the close of the year and marked for the RMV \*

- 1 was abated, fee waived

- 1 was pending as of December 31, 2009

Total fees received \$400.

In 2010, five citations previously marked with the RMV \* in different years, were cleared, with total revenue of \$375.

Additional information about parking regulations can be obtained online from the town's website: [www.wilbraham-ma.gov](http://www.wilbraham-ma.gov). Please call 596-2800, ext. 101 or e-mail me with questions or concerns.

*\*Unpaid parking tickets are marked at the Registry of Motor Vehicles in an attempt to collect outstanding fines. There is a three-part procedure of collection and demand notifications for unpaid tickets. When these efforts fail, the unpaid tickets are forwarded to the Registry of Motor Vehicles for "marking." After being marked with the RMV, the violator cannot transact business at the Registry of Motor Vehicles (e.g. renew a driver's license, register a car, etc.) until the Wilbraham fines are paid in full.*

Pamela E. Beall, Parking Clerk [pbeall@wilbraham-ma.gov](mailto:pbeall@wilbraham-ma.gov)

## BUILDING AND LAND USE

### Building Department

Lance Trevallion has been the Building Inspector/Zoning Enforcement Officer for the Town of Wilbraham for more than 13 years. The Building Department processes the building, gas, electrical, and plumbing permits for all types of construction within the town.

Construction of the new Minnechaug High School started in the fall of 2010 and will continue through 2012. With the new construction of swimming pools, decks, and sunrooms it appears that folks are again spending more time at home and making their backyards their own personal vacation spot. Construction of single family homes increased from only eight in 2009 to 26 in 2010.

Inspector: Lance Trevallion

Building Permits issued 456

Fees collected - \$141,266.00

Inspections – 1100+-

Inspector: Bernie Sears

Plumbing/Gas Permits issued 367

Fees collected - \$19,165.00

Inspections – 405

Inspector: Paul Shepardson

Electrical Permits issued 274

Fees collected - \$18,055.00

Inspections – 476

Residential Permits	Number	Estimate Construction Cost
New single family dwellings	26	\$4,942,911.
Additions	21	\$1,359,823.
Alterations/Renovations	106	\$2,254,954.
Deck	15	\$141,405.
Garages	4	\$92,800.
Out Buildings/Sheds	19	\$92,790.
Demolitions	9	\$77,500.
Roof/Siding/Windows	180	\$1,936,208.
Swimming Pools	18	\$288,160.
Wood/Pellet Stoves	25	\$69,379.
Signs	2	\$800.
<b>TOTAL</b>	<b>427</b>	<b>\$ 11,256,730.</b>

### Planning Board

The Planning Board is composed of five members elected to overlapping five-year terms and one associate member appointed to a three-year term. Members of the Planning Board proudly serve the community and receive no compensation.

The Planning Board is responsible for overseeing land-use planning in the Town of Wilbraham. Working in close cooperation with the Planning Director and the Building Inspector/Zoning Enforcement Officer, the Planning Board studies the resources and needs of the Town, particularly conditions affecting public welfare and safety related to land use and development. The Board is authorized to develop the town's Master Plan to guide growth and make recommendations to ensure that development is consistent with the Master Plan. As the main author and "custodian" of the town's Zoning By-Law, the board is responsible for conducting public hearings and making recommendations on proposed amendments to the Zoning By-Law, which must be approved by Town Meeting. The board also regulates the subdivision of land and the construction of new roadways, grants site-plan approval and

special permits for various land-use proposals required by the Zoning By-Law, and reviews all petitions for variances and other zoning matters filed with the Zoning Board of Appeals.


During 2010, the Planning Board met 19 times, scheduled 25 appointments, and held eight public hearings, addressing a wide variety of issues and opportunities facing our community. We are pleased to submit a summary of our activities and accomplishments in 2010.


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## Development Activity


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Despite the continued downturn in the economy, the Planning Board was kept busy responding to a variety of smaller residential and commercial projects proposed in the town during the past year:

 The Planning Board approved six non-subdivision plans submitted by property owners. These are plans that revise existing property boundaries or divide land along existing road frontage and do not require subdivision approval. A total of four new residential building lots were created on existing town roads through the non-subdivision process.

 The Planning Board conducted public hearings on five special permit zoning applications. The Board granted special permits for the following projects: a detached accessory building at the Germain residence located at 509 Mountain Road, an accessory in-law apartment and attached four-car garage at the Smith residence located at 236 Burleigh Road, an oversized detached residential accessory building with garaging of more than three vehicles at the Huijing property located at 519 Ridge Road, an oversized detached residential accessory building at the Robinson property located at 776 Ridge Road, and an accessory in-law apartment at the Toski property located at 8 Highmoor Drive. The Planning Board also held a joint public hearing with the Wilbraham Tree Warden as requested by the Wilbraham Department of Public Works. The Planning Board reviewed and granted approval for tree cutting in the right-of-way located in front of 676-680 Stony Hill Road, a designated scenic road. The board also granted a special permit amendment to The Gardens of Wilbraham Adult Care Facility to allow the construction of a new building and associated site improvements for use as a rehabilitation center and long-term care facility within a portion of the existing retirement community located on approximately 72 acres of land at 2301 Boston Road.

 Although there were no filings for new subdivisions submitted in 2010, the Planning Board continued to monitor work in the previously approved subdivisions under our jurisdiction. At year's end, four subdivisions remained under various stages of construction.

 The Planning Board reviewed and provided written recommendations on six referrals to the Zoning Board of Appeals.

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## Zoning By-Law Amendments

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The Annual Town Meeting, voters adopted amendments to various sections of the Zoning By-Law sponsored by the Planning Board. The amendments include the revision of Section 6.5.2 to allow **the retail sales of used automobiles and used trucks only as an ancillary use**, the revision of Section 3.6.2.2 which increased the size of a private attached garage, detached garage and/or carport; the revision of Section 4.4.8 which governs the location and size of residential accessory buildings; the amendment of Section 15.4.2 which governs earth removal permits; the revision of Section 10.4.1 in conjunction with the revision of Section 308 of the Town By-Law which would extend the term of the Associate Planning Board Member from one year to three years; and the insertion a new definition for "Mixed Use Development" in section 1.3, by renumbering section 3.5 (Special Uses) as section 3.6, by inserting a

new section 3.5 (Mixed Uses) and by inserting a new section 14 (Mixed Use Development Regulations).

**Organization & Membership**

At the annual town election, Richard Butler was re-elected to a five-year term and John Boudreau was elected to a fill a vacant three-year term on the Planning Board. In March, the Planning Board welcomed David Crevier as the appointed Associate Board Member. At the end of May, the Planning Board reorganized and Frederic Fuller was elected chairman, Richard Butler was elected vice chair and Dean Stroshine was elected clerk. Richard Butler continued to serve as the town's representative to the Pioneer Valley Regional Planning Commission, and Frederic Fuller continued to serve as the Planning Board's representative on the Community Preservation Committee. Planning Director John Pearsall, Building Inspector Lance Trevallion and Administrative Assistant Karen Benoit continued to function as the staff liaisons between the Planning Board and other town boards and committees. The Planning Board holds regularly scheduled meetings on Wednesdays at 7:00 PM. Specific dates and agendas for meetings may be obtained from the Planning Office or from the town website at [www.wilbraham-ma.gov](http://www.wilbraham-ma.gov). All meetings are open to the public, and community participation from interested townspeople is always welcomed and encouraged. With your support, we will continue to provide the very best possible service for our community in the year ahead.

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|----------------------------|--|
| Frederic Fuller, Chair     | John Pearsall, Planning Director       |
| Richard Butler, Vice Chair | Lance Trevallion, Building Inspector   |
| Dean Stroshine, Clerk      | Karen Benoit, Administrative Assistant |
| Adam Basch                 |  |
| John Boudreau              |  |
| David Crevier, Associate   |  |

**Conservation Commission**

In 2010, nine public hearings were held for a variety of projects that required a Notice of Intent. Eight public hearings were held for applications filed as a Request for Determination of Applicability. The commission also responded to several complaints regarding the continued use of motorized vehicles on town-owned property. While the commission encourages the use of conservation land for passive uses including hiking, biking, skiing, photography, and horseback riding, the use of motorized vehicles is not permissible on any town-owned property. While the majority of motorized vehicles seemingly do not harm the environment, there are some that do, including damage to stream beds, wetlands and wetland buffer zones.

The 2010 deer hunting program was once again a success with all 200 permits to hunt on town-owned property issued in addition to the private property permission permits. Since this program was implemented, the reported damage from vehicle/deer collisions has been reduced significantly. The town implemented a \$5.00 permit fee to help offset the costs of printing and mailing the permission slips.

The Conservation Commission has been working with the Open Space and Recreation Committee and the Minnechaug Land Trust on various projects including the newly acquired McDonald Way and the Rice Nature Preserve. The commission approved constructing bog bridges at the trailhead for the Rice Nature Preserve on Highmoor Drive. This greatly improved access to the trail during wet seasons.

The commission is always seeking contributions of additional open space and is prepared to assist landowners

interested in donating land or interests (such as conservation easements) to the town or to local trust organizations. One of the key concerns of the commission is to try to connect existing open space parcels with smaller corridors of open space to maximize the visual and environmental impact of our publicly owned open space.

The Conservation Commission generally meets on the second and fourth Mondays of each month at 7:00 PM in the Town Office Building. Interested people are always welcome and encouraged to participate. The office which is located at 240 Springfield Street and is open Monday-Friday, 8:30 AM-4:30 PM.

Christopher Brown, Chairman  
James Roberts  
Stoughton Smead  
Thomas Reavey

Robert McMaster  
Karen Leigh  
George Reich

Melissa Graves, Admin. Assistant

## Zoning Board of Appeals

The Board of Appeals is a five-member board appointed by the Board of Selectmen for staggered three-year terms consisting of three full members and two associate members. The board also works closely with and relies upon Zoning Enforcement Officer Lance Trevallion to enforce the Zoning By-Law.

The purpose of the Board of Appeals is to hear and decide petitions for variances from the terms of the Zoning By-Law with respect to particular land or structures, but not to include variances for use; to hear and decide applications for special permits upon which the board is empowered to act under the By-Law; to hear and decide appeals from any person seeking enforcement action under the provisions of M.G.L. Chapter 40A (the State Zoning Act); and to issue comprehensive permits for low- and moderate-income housing authorized by M.G.L. Chapter 40B.

This past year, the Board of Appeals met seven times and issued decisions on the following ten applications:

APPLICANT	ADDRESS	DECISION
Paul & Donna Huijing Variance from front-yard setback to allow the retention of an existing building	519 Ridge Road	Approved
Hampden-Wilbraham Regional School District Special Permit to allow construction within a flood plain	621 Main Street	Approved
R and S Realty, LLC Special Permit Amendment to allow the alteration of a pre-existing non-conforming communications tower	740 Ridge Road (fka 247V Ridge Road)	Approved
Atlantic Holdings Group, LLC Special Permit Finding to allow the construction of three self-storage units	2555 Boston Road	Withdrawn
Antonio and Virginia Palazzesi & Muscle Beach, Inc. Special Permit to allow the operation of a 24-hour co-ed fitness center	2141 Boston Road, Units M & N	Approved
Suzanne Hicks Special Permit to allow the operation of a cosmetology school	2701 Boston Road	Approved
Panther Distributing, LLC Special Permit to allow the operation of a proposed wine distributorship	2460 Boston Road	Approved
R and S Realty, LLC Special Permit Amendment to allow the alteration of a pre-existing non-conforming communications tower	740 Ridge Road (fka 247V Ridge Road)	Approved
Melinda Sullivan Special Permit to allow the operation of a restaurant with seasonal outdoor dining	2000 Boston Road	Approved

Toni Hendrix Special Permit to allow the operation of a family day care home	547 Springfield Street	Approved
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Edward E. Kivari, Jr., Chairman  
H. Clark Abbott  
Mark Albano  
Betsy Johnsen, Associate  
Charles Pelouze, Associate

Lance Trevallion, Zoning Enforcement Officer  
Karen Benoit, Administrative Assistant

## Open Space and Recreation Committee

The committee seeks to implement the provisions of the town's Open Space and Recreation Plan through regular contact with other town boards including Planning Board, Conservation Commission, Community Preservation Committee, and Playground and Recreation Commission.

During 2010, the committee evaluated and recommended town-owned parcels for conversion from municipal to conservation land in order to maximize permanent open space in town. The committee also designated a Negotiation Team to meet with **Planning Board** members and developers from Cedar Ridge to discuss options relating to future development at the site.

The committee met with residents and developers of The Gardens and encouraged the parties to cooperate to develop a perimeter walkway around the development as the new health care facility is constructed onsite.

The efforts of the Minnechaug Land Trust and members of our committee resulted in trail marking and kiosk installations at the newly acquired McDonald Preserve and the Middle School. The Conservation Commission has agreed to fund additional kiosks at Thayer Brook and Crane Hill town properties.

The committee continued to GPS locate, trail mark, trail develop and maintain trail systems on town properties including Rice Nature Preserve, Crane Hill, 12 Mile Brook, Thayer Brook, and Sunrise Peak. The committee wrote articles for the Wilbraham-Hampden Times weekly newspaper and enhanced trails information available on the town website to make trail information more readily accessible to residents. Committee members also collected descriptions and photographs on town properties' trails. An update was made to "**Wilbraham Public Lands**," a land conservation pamphlet first developed in the 1970s to reflect current efforts, past successes and landowner options relating to conserving Wilbraham open space. This document is on the town website and at the printer for distribution copies.

With the assistance of the town planning office, the committee continues to enhance the Open Space/Recreation Plan section of the town website to describe trails on town-owned lands for our residents.

Finally, the committee developed an Updated Action Plan for Open Space and Recreation (2011-2018) for the town and a full 2010 update of the town Plan for Open Space and Recreation which facilitates state funding for important town activities in the areas of open space preservation and recreation enhancements. Completion of the plan on time facilitated a strong community response in recommending significant improvements to the Spec Pond facility as a regional recreation site. The committee now seeks to expand master planning across the community to enhance our town's ability to compete for dwindling state funds and maximize community preservation efforts.

When vacancies develop on this 12-member board, the Open Space and Recreation Committee is open to all residents with an active interest in our community.

Chuck Phillips, Chair	Joe Calabrese	Jim Mauer
Walt Damon, Vice Chair	Margaret Connell	Jeff Smith
Cathy Callaghan, Secretary	John Garvey	Judith Theocles
Ray Burk	Steve Lawson	Jason Burkins

## Sealer of Weights and Measures

Item	Category	Sealed
Scales	Over 10,000 lbs.	3
	5000-10,000 lbs.	1
	100-5000 lbs.	11
	Under 100 lbs.	12
Weights	Metric	2
	Apothecary	0
Other Devices	Gasoline Pumps	92
	Oil and Grease Pumps	7
	Unit Pricing Scanners	40

Fees collected in 2010: \$2540.00

William H. Garvey, Jr.  
 Sealer of Weights and Measures     Melissa Graves, Adm. Assistnat

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### **Wilbraham Measures Up with History of Weights and Measures**

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To meet the needs of the Surveyors of Weights and Measures across the commonwealth, a set of standards was designed by Howard and Davis of Boston, MA, a set which met federal standards and was accepted by the Massachusetts legislature in order to bring greater conformity for general commerce, including businesses and consumers. The commonwealth ordered 330 sets of the Howard and Davis equipment – one for each city, town and county in the state. Each cabinet that was issued had a brass plate located on the base of the scale and it read “Made for the town of (Wilbraham) by Howard and Davis, Boston, MA”.

The standards received by Wilbraham are dated 1915. A complete set included a large wooden cabinet with double doors top and bottom. The top compartment contained an equal arm balance scale, set of weights and a brass linear measure (yardstick). The scale was a cast iron column with a square stepped base and an arched top mounted on shelf supports with a 35” long brass beam with flat circular iron pans suspended from three rods and an adjustable fork at each end of the beam. Also included in the top compartment was a set of nickel-plated cylindrical weights including ¼, ½, 1, 2, 4, & 8 oz. and 1, 2, 4, 5, 10, 20, 25 & 50 pounds.

The lower portion of the cabinet contained a set of six cast iron liquid measures with handles from 1 gill to 1 gallon and a set of five cast iron dry measures with lugs, 1 quart to ½ bushel. A cast iron yoke with gimbals stored in the lower cabinet can be mounted in the slot on the left end of the cabinet and dry measures set into the yoke for accurate leveling.



The reason for the history lesson is because the current Sealer of Weights and Measures, William Garvey, has always envisioned refinishing the cabinet and putting it on display in the Town Hall. The cabinet has been moved so many times that it suffered a few dings and the top door was being held on by duct tape. That vision came to fruition in late 2010 when Lance Trevallion, the current Building Inspector and Melissa Graves, Administrative Assistant to the Building Inspector began the task of bringing this scale back to life as a surprise for Bill Garvey. The cabinet needed a complete restoration starting with a good cleaning, staining, painting and removing the beaten up doors. Unfortunately, the doors were not salvageable so we opted for glass fronts to be installed so the scale and the other contents could be easily seen. Unbelievably, the entire original set of Standards was intact aside from the smallest of the weights which probably got misplaced during one of the many moves. These items are almost 100 years old. The cabinet is currently on display at the Town Hall.

The re-dedication plaque in the cabinet lists the Sealers of Weights and Measures dating back to 1903.



*In recognition of their many years of service to the Town of Wilbraham as the Sealers of Weights and Measures, we dedicate this refinished scale and cabinet to*

*R.A. Fuller, 1903*

*James Eagan, 1904-1906*

*Charles W. Vinton, 1914-1945*

*Adelbert J. Brooks, 1946-1955*

*Charles L. Merrick, 1956-1965*

*Edward Malzenski, 1966-1995*

*William H. Garvey, 1996 –*

*This cabinet was refinished in January 2011 by Lance Trevallion and Melissa Graves*



*Before and after photos by Melissa Graves*

## HEALTH AND HUMAN SERVICES

### Elder Affairs and Senior Center

2010 was a busy year, with over 1,200 individuals attending programs and activities at the Senior Center.

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#### Event and Program Participation

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Cultural Events:	305	Fitness/Exercise	3,630
Information Sharing:	170	Health Screenings	1,422
Recreation:	1,014	Social Events	12,311
Community Education:	626	<b>TOTAL</b>	<b>19,478</b>

Services provided by the Social Services Coordinator increased from last year, with 1,011 units of service provided. In October, the Veteran's Services of the town were transferred from Town Hall to the Senior Center, with the Social Services Coordinator taking on the duties of Administrative Assistant to the Veteran's Agent.

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#### Social Services Provided

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Are You Ok?	30	Veterans	91 (10/10 – 12/31/10)
Family Support	63	Wellness check	49
Follow ups	105	Misc.	383
Food Stamps	103	<b>TOTAL</b>	<b>1,011</b>
Fuel Assistance	187		

In January of 2010, the Senior Center received a grant through Greater Springfield Senior Services, to reimburse our volunteer medical drivers. These drivers use their private vehicles to transport Wilbraham Seniors to medical appointments. This is one program that would not exist if not for our wonderful volunteers. Thank you to those volunteers who give of their time to help their neighbors.

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#### Volunteer Support for Seniors

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Office volunteers hours	2,216	Van drivers hours	864
Kitchen volunteers hours	632	Misc. hours	441
Medical drivers hours	375	<b>TOTAL HOURS</b>	<b>4,864</b>
Newsletters volunteers hours	336		

Mary Ellen Schmidt, the Activities/Volunteer Coordinator position was promoted to full time in January, funded through state and federal grants. Barbara Harrington was hired in February as the Social Services Coordinator and is funded through the town for 19.5 hours a week.

The Council on Aging (COA) saw changes in 2010. Kate Vanderscoff and Ed Crawford resigned and new members Mark Soukup and Ellen O'Brien were appointed. The COA meets the 1<sup>st</sup> Wednesday of each month at 7:00 p.m. at the Senior Center. The public is welcome to attend all COA meetings.

The Friends of Wilbraham Seniors, a certified 501c3 non-profit fundraising organization, have begun fundraising for a new stand-alone Senior Center. This group meets at the Senior Center on the 2<sup>nd</sup> Thursday of each month at 1:00 p.m. at the Senior Center. New members are always welcome.

Thank you to everyone who has supported the seniors of Wilbraham in the past year and we look forward to your continued support in the future.

Paula S. Dubord, Director of Elder Affairs

## Veterans Services

### Programs and Ceremonies

Annually on the Sunday immediately preceding Memorial Day beginning at 10:30 AM we hold a Memorial Day Ceremony at Glendale Cemetery. This event has been celebrated every year since 1888 in conjunction with the Glendale Church. In 2010 we welcomed the Quaboag Highlanders Pipe and Drums, the Senator to the General Court, the Honorable Gale D. Candaras, , and Representative in General Court, the Honorable Angelo J. Puppolo, as guest speakers. The program was highlighted by the firing squad from the Tenth Massachusetts Volunteer Militia and the posting of colors by the Wilbraham Legion Post 286.

On Veterans Day, November 11, we hold an annual ceremony in Crane Park by the Veterans' monuments. Again, our state senator and representative were at hand to address the gathering of veterans and their families and friends, to acknowledge their sacrifice and dedicated service to the country. Mr. Jack Seyler a retired U.S. Naval Aviator was our guest speaker. The Board of Selectmen and other town dignitaries were in attendance. Herta Dane, Veterans Agent Assistant for eighteen years, was honored for her dedicated work with the veterans and their families. Herta's expertise will be missed by all. Thanks and appreciation to all the people who helped make our programs a success.



November of 2010 marked the move of the Veteran's Office from the Town Office Building to the Senior Center. The Veteran's Agent will work with Social Service Coordinator Barbara Harrington to serve veterans and family members. For information regarding veteran's issues or to make an appointment with the Veteran's Agent please call Barbara Harrington at 596 8379 Mon-Fri 8:30 AM to 3:30 PM.

*Veterans Agent and Coordinator at new offices in Senior Center (photo David Miles)*

### Veterans Benefits

The Commonwealth of Massachusetts provides one of the best state veterans' benefits programs in the nation. Cities and towns administer and dispense the benefits, and are reimbursed at 75% from the Commonwealth. In 2010, the town spent \$21,142.79 in Veterans Benefits under MGL Chapter 115, as approved by the Commissioner of Veterans Services, of which 75% will be reimbursed by the state to the town.

The Department of Veterans Affairs provides federal assistance through a wide variety of programs, from health benefits to pensions, from death benefits to gravestones, from education assistance to career development. The Under Secretary for Veterans Affairs for Benefits reports that in 2010, 171 individuals in Wilbraham (137 veterans and 34 beneficiaries) received a total gross award of benefit payments in the amount of \$154,570.

Richard J. Prochnow, Veterans Agent

Barbara Harrington, Secretary

Commission on Disabilities

In 2010 the commission had a full and active membership and has worked on our goal to inform and educate the Wilbraham community. The commission now has a web page on the town’s website with links to state/local agencies and services as well as an e-mail address to contact the commission. In September the commission met with Jeffrey Dougan from Massachusetts Office on Disability (MOD) to review updates to the ADA, Title II and III. MOD publications are available and will be distributed to facilities in town. Information on tax incentives that are available to businesses that make accessible improvements will be included in the packet when they apply for a permit at the town hall. The commission also worked with the town’s Building Inspector to resolve complaints regarding accessibility throughout the town. Commission members participated in the Conflict-of-Interest ethics testing as required by Massachusetts General Law.

The Commission on Disabilities provides information and consultation to citizens of Wilbraham with disabilities and their families. The commission advises and assists town official in ensuring compliance with federal and state disability laws. Members work with the town’s Building Inspector to survey public buildings, and monitor compliance with federal and Massachusetts ADA standards. The commission reviews employment policies and procedures, parking facilities at businesses, recreational access, publication of town reports, and other accommodation issues for the disabled.

Ed White, Chair  
Diane DaSilva, Secretary  
Elaine Scott  
Evelyn O’Brien

Ben Hogan  
Barbara Venneri  
Steven Fratoni  
Earl Way

Lance Trevallion (ADA Coordinator)

Health Agent and Title V Inspector

The Board of Health (Board of Selectmen) is responsible for protecting public health and the environment. The inspector is responsible for the enforcement of, and education for, public health issues and regulations. The position requires the inspection of all restaurants, retail food establishments, motels, tanning and piercing salons, schools, swimming pools, bathing beaches, camps for children, and housing. These inspections are conducted to assure compliance with the state and local regulations that govern them. When violations are observed, the facility is cited and a reinspection is conducted to verify compliance.

In addition to the enforcement of, and education about, these regulations, the inspector may include such complaints as trash and debris on private and public property, the health and welfare of individuals who may need assistance or guidance, noise complaints, septic system failure complaints, and air quality issues and any other issues relating to public health concerns. In all these instances, the inspector conducts an inspection to determine

the health risk, and follows up with a letter to, or contact with, the affected parties to eliminate the health risk. When compliance with an order is not obtained within the specified time, the inspector will continue the enforcement through legal process. In these cases, the inspector submits the documentation to the appropriate court and represents the town in any subsequent court proceeding.

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### **Trench Regulations**

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According to MGL c. 82A, §4 and 520 CMR 14.02, a trench is defined as “an excavation which is narrow in relation to its length, made below the surface ground in excess of three feet below grade and the depth of which is, in general, greater than the width, but the width of the trench, as measured at the bottom, is not greater than 15 feet.”

Generally, the Trench Safety Regulations require that *unattended* trenches be made safe for the general public. Pursuant to the enabling statute, MGL c. 82A, the Trench Safety Regulations, included in 520 CMR 14.00, require excavators to obtain a permit prior to creating a trench on public or private property; require excavators to undertake certain safety precautions to make unattended trenches safe for the general public and prevent unauthorized access; and subject excavators to penalties, including fines, for the failure to comply with the regulations. An “unattended trench” is defined as “a trench where neither the permit holder, excavator, or any of the people who work in or at the trench are present.” It is important to note that these regulations require action to be taken by permit holders ahead of time to secure unattended trenches. These regulations do not prescribe worker safety regulations for employees in or at trenches, nor are the regulations intended to protect the general public from hazards inherent in trenches while the trenches are attended.

Applications for a Trench Permit may be obtained at the Engineering Office. The filing fee for the permit is \$50.00.

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### **Advisory Board of Health and Medical Reserve Corps**

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The Advisory Board of Health meets as necessary to discuss all public health issues that need to be addressed in the Town of Wilbraham.

Medical Reserve Corp (MRC) – Terry Nelson has been appointed to the position of Wilbraham Medical Reserve Corp Coordinator. The mission of the Medical Reserve Corps units in Hampden County is to improve the health and safety of residents and their communities by organizing and utilizing public health, medical, safety and other volunteers. Medical Reserve Corps build the capacity of each community to better respond to natural, man-made or public health emergencies. Mr. Nelson has been working to provide continued training of existing members, as well as recruiting new members. Volunteers come with both medical and nonmedical backgrounds. Anyone interested in community involvement as a MRC volunteer or if you are just looking for information about this organization contact Terry Nelson at 596-5282 or visit [www.wmmrc.org](http://www.wmmrc.org).

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### **Title V Septic Installation and Oversight**

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The health inspector is required to handle all aspects of the enforcement of Title V issues. This includes witnessing all site assessments requiring percolation testing for new construction as well as the repair of all leach fields in the town. The proposed design of the leach field is then submitted for the inspector to review/approve. The inspector is then required to conduct a field inspection of the installed system to assure compliance with the approved design. All aspects of Title V are handled through the Engineering Division at the Town Office Building. In 2010 the inspector witnessed 69 percolation tests, reviewed 72 septic designs, and inspected 63 installed systems. Eight trench inspections were conducted.

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## Emergency Preparedness

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The Board of Health with cooperation from the Medical Reserve Corporation held two successful H1N1 flu clinics at Minnechaug Regional High School in an effort to vaccinate the school-age population and other high risk groups. More than 600 residents were vaccinated at these clinics. Additional clinics will be held as needed.

The Board of Health has continued to work with the Hampden County Health Coalition (HCHC) in preparation for local and regional emergency response. The town receives yearly grant money to assist in training, education and purchasing items necessary in the development and implementation of emergency operations. The HCHC is expanding its work to include various health initiatives.

Lorri McCool, Registered Sanitarian  
Health Agent and Title V Inspector

## Public Health Nurse

Response to seasonal flu vaccination clinics in 2010 was less than in previous years ~~ most likely due to the early availability of vaccine from multiple resources. Many seniors had already received the flu vaccine from their primary care physicians by the time we received the vaccine from the Department of Public Health. Flu and Influenza Like Illness (ILI) cases are also not as prevalent this year as in previous years.

Blood pressure screenings are done every Tuesday at the Senior Center. Seniors have participated in this screening more frequently than in previous years.

Communicable and reportable disease investigations have been conducted and reports forwarded to the Massachusetts Department of Public Health (DPH).

Lyme disease continues to be a major concern in Wilbraham and Massachusetts in general. As in previous years, Wilbraham has reported multiple cases. Health care professionals strongly encourage use of preventive measures for both people and their pets when outdoors in tick season.

The Medical Reserve Corps and Department of Public Health continue to work together to implement programs to prevent and respond to potential community emergencies.

Claudia Considine, RN

## Dog Officer and Animal Control

Once again, 2010 produced a record number of licensed dogs within the town of Wilbraham: 2251 dogs were licensed during the year of 2010, verses 2205 licensed dogs for the year of 2009.

I want to thank all residents who either licensed a new dog, or relicensed an existing dog. It is BOTH state and local law that ALL dogs, six months and older be licensed within their town of residence (town by-law 604.2). It is also

BOTH state and local law that ALL dogs, cats, and ferrets MUST be current on their Rabies vaccination at ALL times, or the pet owner is subject to a citation (town by-law 604.3).

Dog owners; please be advised that the dog licensing period is from January 1, through March 31. A late fee of \$10.00 per dog will now be assessed for any dog licensed after April 1.

Fountain Park remains an area of challenge for animal control. All state and local dog laws are supposed to be adhered to while in Fountain Park, if accompanied by a dog! Citations (town by- laws 604.4 and 604.5) will be issued to people who do not leash and pick-up after their dogs while in Fountain Park. It not acceptable to have a lead or leash in possession, the lead must be attached to the pet. Fountain Park is for everyone's enjoyment and considerable volunteer effort is expended on upkeep of trails and facilities. Please leash and pick-up after your dog at all times while at Fountain Park.

Wildlife calls are on the rise at animal control. Please be advised that animal control or police will respond to either sick or perceived sick wildlife. Wilbraham abounds with wildlife, residents should make an effort to educate themselves under the venue of people / wildlife cohabitation. Please do not hesitate to call animal control for any information in regards to people / wildlife interaction.

Finally, animal control, once again responded to in excess of 1000 calls relating to potential by-law violations, stray pick-ups, vehicle/animal interactions, and various other domestic or wild animal situations.

Michael Masley, Wilbraham A.C.O.  
ACOAM Certified Animal Control Officer

## Board of Cemetery Commissioners



The logo used by the Cemetery Commission for several years is of the grave of Eunice Chapman who died March 30, 1789 at the age of 17 and is buried in Glendale Cemetery. She and her parents, Isaiah and Hazadiah (Soyer) Chapman and brother Isaiah Chapman were from East Haddam, Ct. Although Eunice seems to be the only member of her family buried in Wilbraham, the elaborate monument to her memory was done with a great deal of love and care and is still in excellent condition.

The Cemetery Commission is responsible for the operation of the three town-owned cemeteries: Adams Cemetery located on Tinkham Road, East Wilbraham located on Boston Road, and Glendale Cemetery located at the intersection of Glendale and Monson Roads.

All three cemeteries have a very rich historical heritage going back more than 270 years. All three Cemeteries also have ample adjacent land for future expansion—burial lots should be sufficient for several decades. As of a result of the new CIMS cemetery computer software, we are now are able to have more accurate total of graves in the three cemeteries, and as of the end of 2010 there are over 4,300 graves still available for use.

In 2010 there were 20 burials (11 in Adams, 3 in East Wilbraham, 6 in Glendale), 12 were cremation burials. The roads at each cemetery were regravelled making for a more pleasing, and smoother access for our visitors.

In order to prevent further damage to the old wooden post and rail fence at the back of Adams Cemetery, Phil Hamer, commissioner of Adams Cemetery, contacted officials at Minnechaug Regional High School in the hope of resolving the problem of some students using Llewellyn Merrick's field and then climbing the cemetery fence as a short cut to their home. Minnechaug Lumberjack Club president Kayla Buck contacted the commissioner asking how they could help. Chris Strickland, a Minnechaug student and club member made a 2' x 3' carved letter wooden sign at his home asking the students to think about using some other way home after school is dismissed. A dedication of the sign was held on December 16, 2010 with about 50 students present. THANK YOU to the Lumberjack Club, under Kayla's leadership, for your support and cooperation. Although the sign simply reads: "*Please stay off the fence*" – it says it all. Thanks again.

In 2010, the Trust Fund principal accounts were combined to make the accounting and administration of these funds more efficiently. Previously, the funds were isolated in the three separate cemeteries accounts.

The veterans' flag medallions were replaced in all three cemeteries – approximately 350 in total – with new cast metal markers replacing badly deteriorated plastic medallions. This resulted in a dramatic improvement in the appearances of the veterans graves as well as demonstrating our commitment of honoring our veterans. During this process we found some older veterans' graves that had no marker. They now have markers.

The chain link fence at Glendale Cemetery was painted and was completed this past spring and summer. The fence at East Wilbraham Cemetery was 50% completed this past year (there is twice as much chain link fence at East than at Glendale). The remainder will be completed next spring. Ervin & Harris Landscaping will clear the overgrowth again in March of 2011 so the painting can begin shortly thereafter. The painting will be done, once again, through the "Senior Work-Off Program."

The main problem at East and Glendale is the vegetation overgrowth from the abutter's side of the fence which entangles into the chain link. With permission from the abutter we are attempting to find some solution that will eliminate or at least slow down this growth. This has been and continues to be an ongoing project.

The Cemetery Commission has contracted with Martha Lyon Landscape Architecture of Northampton who is preparing a "Preservation & Management Plan" for all three cemeteries. This study will be a guide for the future plans of the cemeteries. This project is funded by a CPA grant. Because only a portion of the requested funding was received, Martha agreed to perform the study in phases. Phase I (the research and history of the cemeteries) has been drafted and was presented to the commission. The "final Plan" – which is the ultimate goal -- can only be done after all phases are completed. These guidelines will make for a solid basis for the planning of future cemetery projects. The completion of this project is dependent on the CPA grant funding.

Once again, the snow plowing of the cemeteries during the winter months of 2009-2010 was completed with many positive comments from the public and has allowed families to visit the graves of their loved-ones throughout the year.

The main goal for 2011 will be to continue making minor changes so as to retain a pleasant and appealing landscape as well as preserving the appearance of the Town owned cemeteries while maintaining the character of each cemetery.

Donald R. Bourcier, Chair  
Wilfred R. Renaud, Secretary  
Philip J. Hamer, Treasurer



# Housing Authority

*Minnechaug Track Teams, Thank You:* The Wilbraham Housing Authority (WHA) would like to thank the Minnechaug Boys and Girls Track Teams for more than 10 years of participation in the spring clean-up at Miles Morgan and The Pines developments. For more than 10 years, during April school vacation, about 60 students and the track team coaches arrive early in the morning with rakes, brooms, shovels, etc. Several hours are spent sweeping parking lots and sidewalks, raking along fences and picking up branches and debris that accumulate over the winter months. When the work is done there is a pile of 50 or more rubbish bags filled to capacity.

The Massachusetts Department of Housing and Community Development is the regulatory agency for the WHA. The WHA manages affordable Family and Elderly/Disabled Housing. Applications are available at the WHA offices, 88 Stony Hill Rd. weekdays 8:30 a.m. to 12:30 p.m. or by calling 413-543-1700.

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## Miles Morgan

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The town brought sewer lines from Main Street into the development last year. The WHA went out to bid and hired a contractor to connect the sewer lines in the road to each of the six buildings in the development. The septic tanks were then crushed, holes filled in and grass planted. Also, work was done to replace some old deteriorated wood surfaces. The deteriorated wood was replaced with a new composite material known as Azek which is made by Kleer Trimboard, a company located in Westfield. The Azek material does not absorb moisture or need to be painted and will look like new for many years.

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## The Pines

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The Pines roof received a lot of work this past year. This was not a straightforward project because there were five different roofing materials and many different pitches and levels to the roof. The roof joints were restructured, new drains were put on the flat roof surfaces, some of the sloped roofs were rebuilt, skylights were replaced, and old deteriorated gutters and downspouts were replaced.

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## Family Unit

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The entire septic system at a family unit needed replacing. The tank was very old and beginning to crumble, the leach fields were at the end of their useful life. The work is now completed and grass will be planted in the spring.

*Are you interested in serving on the WHA Board?* Four commissioners are elected for five-year terms in the spring town election. The fifth commissioner is appointed by the governor for a five-year term. The WHA is looking for a resident to fill the vacant governor-appointed position on the board. Board meetings are held on the second Tuesday of each month at 7:00 p.m.

Wallace Kisiel, Chairperson  
Anne Turcotte, Vice Chairperson  
Peter Manolakis, Assistant Treasurer  
Judy Cezeaux, Treasurer

Carol Anne Young, Executive Director

### Recreation

Year 2010 was full of consistency and new endeavors. The office staff provided the consistency, with Administrative Assistant Merrie Kaye completing her 12<sup>th</sup> year, Recreation Director Bryan Litz completing his 11<sup>th</sup> year, and Assistant Recreation Director CW Zimmer completing his 10<sup>th</sup> year.

The new endeavors began with the Playground and Recreation Commission, which saw three members finish up their tenures: Bonnie Drumheller, Joe Desmond, and Russell Garrison. We are grateful for all their years of service and dedication to not only the town, but the Park and Recreation Department. They were replaced by Bill Scatolini, Jon Stogner, and Patricia Silk. Each new member has brought a renewed enthusiasm and some great ideas to the commission. The commission also recognized Mark F. Jones for ten years of outstanding volunteer service.

The most exciting new endeavor launched was the Friends of Recreation Capital Campaign. In February of 2010 the Friends of Recreation launched their first ever Capital Campaign with a goal of \$700,000. The capital campaign funds would be combined with state and local grants to complete the Master Plan vision created in 2006.



The Friends of Recreation, Playground and Recreation Commission, and Parks and Recreation Department also held a groundbreaking ceremony for the second phase of the Spec Pond Recreational Complex renovations. The groups were celebrating the construction of two new baseball diamonds being built in conjunction with the Friends of Recreation Capital Campaign.

*Leaders from Friends of Recreation (Keith Person, Chris Pinney, David Clini and John Drost) surrounded by an enthusiastic bunch of yellow-hard-hats breaking ground for the next phase of Spec Pond renovations.*

During 2010 we also saw the first phase of renovations at the Spec Pond Recreational Complex completed, and open for use. The girls lacrosse/field hockey field opened for play in the fall of 2010, the in-town recreational field hockey program utilized the field for games and practices, along with the Minnechaug Regional High School Varsity Field Hockey team.

Two of our sports programs had record numbers of participants this year, field hockey and lacrosse and the Turkey Day Jamboree had an all time high number of teams participating. Our Spec Pond Adventure camp filled 400 spots last summer, setting another record. The disc golf course is heavily utilized and we have plans to secure funds to improve the area. From a program standpoint, the department is maintaining and improving our current program offerings. The department offers a plethora of sports, classes, and clinics to the residents of Wilbraham and surrounding communities, and will continue to explore all possible new recreational options.

The future is bright for parks and playgrounds in Wilbraham. The Friends of Recreation plan to finish up their capital campaign in March of 2011. Then the design and construction phase will commence, with construction being completed by the spring of 2012. Once completed, the Spec Pond Recreational Complex will offer something for folks of all ages and walks of life. The department also hopes to have a restructured parks staff on board for the spring of 2011, maintaining and caring for the millions of dollars that have been invested in the Wilbraham parks system.

Playground and Recreation Commission

Mark Jones - Chairman  
Kevin Burnham  
Stan Soja  
Jon Stogner  
Patricia Silk  
Dave Patterson  
Bill Scatolini

Employees

Bryan Litz, Parks & Recreation Dir.  
C.W. Zimmer, Assistant Parks & Rec. Dir.  
Merrie W. Kaye, Adm. Assistant

Public Library

The library’s major achievement in 2010 was completing Phase 1 of building renovations. This involved creating a teen space and upgrading the adult nonfiction book stacks area on the mezzanine and building new stairs. While some indicators of library use declined in 2010, much of this can be attributed to being open fewer hours and construction activities. The library remains a vibrant center of individual and group activity.

Renovations

The library is very proud of its renovations on the mezzanine completed this fall. Half of the mezzanine houses the new teen space for Wilbraham’s middle- and high-school-age teens. More than 1,200 of Wilbraham’s approximately 1,350 teens have active library cards. This underserved population was previously relegated to a 125 square foot passageway between the library entrance and the children’s area. With the opening of the new teen space, dubbed “The Loft,” the library now provides 864 square feet of work space, including areas for group projects, individual study, computer use, reading, tutoring, teen art displays, and an expanded teen collection. The other half of the mezzanine contains the 11,266 volume adult nonfiction book collection. Both sides of the mezzanine now offer comfortable and functional furniture, new carpeting, and improved lighting.

Thanks to the generous donations of many individuals, community groups, and local banks and businesses, Library Improvements Fund for Tomorrow, Inc. (LIFT) provided \$83,000 toward renovations. The Town of Wilbraham, through its capital improvement budget funded \$54,000 for constructing new stairs and some mezzanine renovations. Library State Aid, a portion of a federal grant through the Library Service and Technology Act, and the library operating budget paid the balance of funding. Total project costs were approximately \$196,000. The library held a well attended open house to celebrate the completion of the mezzanine on November 20.

Collection

The library completed its major weeding project this summer. At 58,609 items, collection holdings are just 5,000 items over the projected future capacity. Downsizing the collection is necessary to accommodate building

renovation plans that provide more space for reading and study seating and more computer use. The goal is to have an excellent, broad, and up-to-date collection that is actively used, with emphasis on materials popular with Wilbraham residents. Requests for special items not owned by the library are quickly and easily filled through interlibrary loan.

During this process professional librarians carefully selected items for deletion across all areas from children's picture books to adult nonfiction over the past three years. Most of the items deleted from the collection are sold to used book dealers and at the Friends of the Library book sale. Proceeds benefit library programs, collection purchases, and renovations.

The library's excellent children's collection holds a wide selection of current materials in nonfiction, fiction, and multi-media. This year the Children's Librarian selected certain topics, such as folktales and the environment, for special emphasis. We expanded our collection of video games with additional titles for the Wii and the XBox 360 and have now added Nintendo DS games. We enhanced the audio book collection by adding more titles in the popular Playaway digital format. The video collection now consists of only DVDs, as all children's VHS tapes were taken out of circulation.

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## Outreach

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Outreach and collaboration included connections with various daycare providers and schools, most notably the visits to the K – 6 classrooms. Wilbraham United Church Nursery School, four-year-old classes, visited in November for a storytime and a tour. The staff again hosted a Mitten Tree in November, gathering new winter wear to benefit the Community Survival Center. The Children's Services staff collaborated with the Kiwanis Club and Square One literacy program in Springfield, to donate some deleted books.

School visits and book groups continued to effectively transition children from 6<sup>th</sup> grade into the teen section. Our two teen groups (TAB and TOWL) hosted community service projects such as making dog toys for the Dakin Animal Shelter, a teen Christmas tree at the Atheneum Society's Festival of Trees, and holiday cards for the nursing home. They also raised money for teen activities through a book sale table at the Holly Fair.

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## Programs

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The library offered a variety of adult programs in 2010, including the popular monthly *Booked for Lunch* and *Film Movement* groups, and a special documentary on the groundbreaking *Millennium Trilogy* by Swedish writer Stieg Larsson. The eight-part *Great Decisions* series brought people together for lively discussions on world issues, such as the financial crisis, special envoys, and U.S./China relations. *On the Same Page* featured *Dracula*, by Bram Stoker, and included a bone-chilling lecture on "vampires" of New England. The American Red Cross even joined the celebration by bringing their mobile unit to the library for a blood drive. In all there were 60 adult programs attended by 814 participants.

The children's staff conducted 112 programs attended by 2,529 children and accompanying adults in 2010. *Storytimes*, held in fall, winter, and spring, served over 70 children, for children ages one through five. Events throughout the year included *The Yo-Yo Show* by John and Rebecca Higby, book discussion groups, a visit from Rufus the Therapy Dog, *Ed Popielarczyk's Flea Circus* and *Amazing Animals* featuring Debbie O'Carroll.

The teen groups and staff hosted 84 programs in 2010 with a total attendance of 1,130 teens. Popular programs included the monthly anime club, scavenger hunt, crafts, cooking and a murder mystery dinner. School visits allowed us to see 450 students.



During the summer the library participated in the state's *Go Green at Your Library* summer reading campaign. The adult component focused on the use of e-books and digital media and raffling off a new Sony Pocket E-Reader. The library expanded efforts to reach mobile users by promoting apps from Gale and Overdrive to connect to research databases and e-book collections. Staff demonstrated the use of the C/W MARS digital catalog to download e-books and media to portable devices.

*Renovated and expanded teen space dubbed The Loft was welcome addition.*

The children's summer reading club registered 335 children, age 2 through 5<sup>th</sup> grade, and the teens summer reading program committed 104 teen readers. The library presented *Bubblemania*, *The Spoon Man*, storytimes, a concert by Jay Mankita, a painting craft, and a LEGOs session. The online component to our summer club, offered by the state and the regional library systems, enabled remote registration.

Most library programs are funded by the Friends of the Library.

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### **Technology and Equipment**

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The library upgraded public printing and photocopying services with a RICOH 2800 copier/printer in February thanks to the Friends of the Library. The RICOH offers both color and black and white printing or copying. The library launched *Universal Class* service through the library website for the community to receive online training in over 500 categories, from workplace and computer skills to hobbies and crafts. A new digital "boom box" was added to the Children's Department, to allow soft background music and a nice ambiance. We started adding computers in the new teen space during December.

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### **Friends of the Library**

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With a core of hardworking volunteers headed up by Friends board members, the Friends of the Library held several very successful projects in 2010. These included two sold-out bus trips, our first Friends Quilt Show, an acclaimed Annual Friends Art Show, and the Friends Book Sale. In April art enthusiasts traveled to the Sterling & Francine Clark Art Institute and the Williams College Museum and in October we traveled to Quincy to the Adams family homes. The Friends Annual Art Show in March had over 40 artists represented, and our first Quilt Show in November had an overflow of specially designed quilts. Finally, the Book Sale reported our highest earning to date for this event. Through the year we avidly encouraged membership. Our projects and dues enable us to continue funding assistance to the library for programs, DVDs and CDs as well as leasing a new print/copy system and purchasing a cash register for the service desk this year.

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### **Thank You**

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Special thanks to the Friends of the Library, the Memorial-Endowment Fund, and LIFT for their continued support of library services, programs, collections, and building renovation efforts. Thank you to the 109 volunteers who gave 1,958 hours of their time to help the library with everything from shelving to raising money for renovations. Thank you to Country Bank, Monson Savings Bank, Peoples' United Bank, Big Y, Wilbraham Garden Club, Community Association, Woods of Wilbraham Condominium Association, Athenaeum Society, Masonic Lodge, Republican Town Committee, and numerous individuals for their generous gifts and pledges to library renovations. And thank you to

the Wilbraham Cultural Council, Junior Women's Club, Friendly's Ice Cream Corporation, and other local businesses that provided support for library programs, collections, and services.

Christine Bergquist, Library Director

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## 2010 Library Statistics

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Category	Adult	Teen	Children	Total
<b>Collection Holdings</b>				
Books	26417	2248	19102	47767
Periodical Issues	1317	131	146	1594
Video Formats	3104		1275	4379
Audio Formats	3194	136	952	4282
Puppets			113	113
Computer Software			54	54
Games	16		96	112
Multi-media Kits			65	65
Archive	78			78
Museum Passes	12			12
Miscellaneous	23			23
Digital File	20	52	52	124
Online Subscription	6			6
<b>Total Collection Holdings</b>	<b>34187</b>	<b>2567</b>	<b>21855</b>	<b>58609</b>

### Circulation/Checkouts

Books	51349	9359	49469	110217
Periodicals	5375		264	5639
Video Formats	24355		12620	36975
Audio Formats	13518	505	2635	16658
Puppets			612	612
Computer Software	1		1082	1083
Multi-media Kits			146	146
Museum Passes	138			138
Downloadable e-books, audio & video				878
Digital Player	39			39
Equipment	13			13
<b>Total Circulation</b>	<b>94788</b>	<b>9864</b>	<b>66828</b>	<b>172398</b>

### Other Statistics

Register Borrowers				9264
Attendance				92916
Reference Questions	8086		4741	12827
Outreach Materials Delivered				379
Programs	60	84	112	256
Program Attendance	814	1130	2529	4473
Registered Internet Users				5019
Public Meetings Held in Library				119
Volunteers	67	37	5	109

Volunteer Hours	1550	382	26	1958
Items Added				7280
Items Deleted				4328
Interlibrary Loan to Other Libraries				18704
Interlibrary Loan from Other Libraries				15252

## Public Access Television

Following more than thirty years of service to Wilbraham residents (also seen in Hampden), Wilbraham Public Access -- cable channels 5, 19 and 20 in your cable television lineup -- is community TV and more. The Public Access Cable TV Committee has been working on upgrading equipment at the Wilbraham Public Access studio at 28 Springfield Street in the "Little Red Schoolhouse" during the past few years.

Wilbraham Public Access (WPA) provides more than just community television. We "exist to provide members of the community with access to and benefits from mass communication technology. WPA does this by maintaining a media based facility and by instructing individuals and organizations in its use."

Upgrades will better provide the community with increased opportunity to access and use technology to create enhanced programming for the Wilbraham community.

Funding for the station is provided by license agreement with Charter Communications. Our community volunteers have contributed more than 1,800 hours of public service at a value of \$14,400. Some volunteers include high school and college interns from Wilbraham and the greater Springfield area. We also host and mentor students in the Work- to-Learn program at Lower Pioneer Valley Educational Collaborative.

We routinely provide coverage and broadcast government meetings, school events, public safety issues, special events, and seasonal and holiday programming. In addition to television production, WPA also assists residents as a community clearinghouse of contact information for ratepayer questions and as an ombudsman in matters related to unresolved cable television issues.

We are frontline media on Wilbraham elections and emergency reports and we work with the Friends of Wilbraham Public Access Television, Inc., our non-profit fundraisers, and the Broadband Advisory Committee, and the Cable TV Advisory Committee to maintain and upgrade technology and negotiate favorable and cost-effective licensing.

Our work is important to us and to the members of the communities we serve. We sincerely appreciate and applaud the generous contributions of time, talent and treasure provided to us by community and business members and you, our viewing audience. Your involvement strengthens our ability to provide quality programs and service and your involvement assures us that you think we are providing a valuable service.

We look forward to continuing our relationships in the community and providing you the best in public access programming. Please look for the weekly WPA up to the minute program schedules on the town web site: [www.wilbraham-ma.gov](http://www.wilbraham-ma.gov) and Channel 5's schedule in the Wilbraham-Hampden Times, with printed copies also available at the town offices building and the Public Library. See you on channels 5, 19, and 20!

Caroline Cunningham, Executive Director

Sandra Belcastro  
Linda Fuller

Ed Chapman  
Kurt Moore     Mary Ripley

## Cable TV Advisory Committee

The Cable TV Advisory Committee continues to monitor the license between the Town of Wilbraham and Charter Communications and follow up on consumer complaints. The committee has been looking into options for competitive services for Internet, cable TV and telephone and they recently asked the Board of Selectmen to fund a feasibility study to determine if a fiber-to-the-premises (high speed internet with the possibility of cable TV and phone service) would be feasible in Wilbraham.

In summary, in 2010 the members of the Cable TV Advisory Committee:

- Elected Tom Newton appointed as committee chair,
- Agreed to adopt a standard quarterly meeting schedule,
- Continued to manage ongoing customer complaints, issues, and questions pertaining to Charter Communications services,
- Met with selectmen to suggest the town investigate the potential of developing municipally managed voice, video and data service options (to compete with existing service providers),
- Performed a review of the town's current contract with Charter Communications to ensure standards and benchmarks outlined are being met by the company, and
- Requested a formal review with Charter Communications officials to address potential issues and/or questions identified during the contract review.

Tom Newton, Chairman  
Dan Cochran  
Linda Fuller  
Thomas Magill

Richard Scott  
Roy Scott  
Carolyn Zawacki

## Cultural Council

The Cultural Council met September 1, 2010 for the beginning of the grant cycle awarding funds allotted by the Massachusetts Cultural Council (MCC) for awarding of community grants for Fiscal Year 2011. It was determined that there was \$3,975 available for grant awards. The council was well aware of the fiscal restraints in Massachusetts this year and wanted to award as much grant money as possible to each worthy applicant, as well as to as many applicants as possible. The council discussed the process which would be in place, in accordance with the guidelines of the MCC to review grant applications and select the grantees for the 2011 awards.

Two public meetings were held in October for community input and first-round grant review. A total of 18 grant applications were submitted by October 15, 2010 deadline. During the first round of review, the council considered the applications which were of most service to the Wilbraham community at large; applications of a more general nature (i.e. distributed state-wide to many grant-awarding agencies) were excluded.

After the first-round application review was completed, a letter from the council was sent to each of the six applicants whose request was excluded. The letter afforded him/her of the opportunity to appeal the decision within 15 days of the receipt of the denial letter. Two denied applicants took advantage of the opportunity to appeal the council's decision. One of the applicants who appealed was reconsidered; the decision of the council was reversed; and the applicant was awarded funding.



The council met on November 8, 2010 for the second round to review the accepted grants to determine the amount of money to be awarded to each grantee. The council was able to award each of the 13 applicants all or a portion of the monies requested. The list below summarizes the names of the grantees and the amount awarded to each.

The focus of the council this year was to award funds to those entities which would directly impact a wide cross-section of as many of the citizens of Wilbraham as possible in a truly positive, cultural, and/or educational way. We think we achieved that goal with the awarding of grants this year. Consequently, 13 grants are of high quality and will well serve the population of Wilbraham, senior citizens to children alike.

Cynthia Nazzaro, Chair  
Margaret F. Kelliher, Secretary

Deborah Alm  
Linda Lastoff  
Mary Reilly

## Grants Awarded

Applicant	Project Title	YR	Grant Number	Type of Grant	Content	Amount of Award
Wilbraham Parks & Recreation*	Naismith Basketball Hall of Fame	11	1	PASS	Media	\$250
Wilbraham Parks and Recreation*	<a href="#">Forest</a> Park Zoo	11	2	PASS	Non-Arts/ Humanities	\$250
Wilbraham United Players	"Guys and Dolls"	11	3	LCC	Theater	\$500
Old Post Road Orchestra	Annual Children's Concert	11	4	LCC	Music	\$300
The Marble Collection	The Marble Collection Website	11	5	LCC	Literature	\$100
Koscher, Elizabeth	Animals Read Read Read!	11	6	LCC	Design	\$500
Wilbraham Middle School	<a href="#">International Week</a>	11	7	LCC	Music	\$500
Wilbraham Public Library	<a href="#">Drum to the Beat</a>	11	8	LCC	Music	\$250
Wilbraham Public Library	<a href="#">Dance With a Clown</a>	11	9	LCC	Dance	\$250
Clark Kinder, Jennifer	<a href="#">The Great Create</a>	11	10	LCC	Design	\$375
Atheneum Society Wilbraham	"All to the Tune of A Hickory Stick"	11	11	LCC	History	\$150
Clark, Richard	"Atticus" from <a href="#">To Kill A Mockingbird</a>	11	12	LCC	Storytelling	\$250
Root, John	Life Care Center Music Concert	11	13	LCC	Music	\$300

*\*Amount requested for these two grants included a request for bus transportation funding to and from the activity venue. Unfortunately, the guidelines from the MCC does not permit funding for transportation.*

## Historical Commission

During 2010, the Historical Commission added to the inventory of Wilbraham's historic resources. This project was begun in the 1970's (in conjunction with the town's bicentennial), but was never completed. This year, commission members sought and received funding through the Community Preservation Act, and we used this money to hire a preservationist who used survey forms and formats specified by the Massachusetts Historical Commission.

The addition of 60 properties will bring the inventory to a total of 140 properties. This inventory, which reflects many areas of Wilbraham, has identified structures and resources significant to the town's history. This is of particular interest as we approach the 250<sup>th</sup> anniversary of Wilbraham's founding. It is also necessary for the possible nomination of any of these resources for inclusion on the National or State Register of Historic Places. The

inventory will aid future town planning by documenting and identifying areas most suitable for preservation. The inventory does not convey any sort of “protected” status on these properties.

The completed work is available on CD in the library and has been given to the IT Director and to Wilbraham Public Access television.

Robert Kelliher, chairman  
Carol Albano, Wally Clark, Lucy Pelland, Dr. Katrin Weir

## Agricultural Commission

Town By-laws regarding farm animals were reviewed in 2010. While those that pertain to keeping horses could be updated, chickens are not considered livestock, and therefore do not require five acres of land to keep in Wilbraham. Sheep, llamas, and other livestock do. As long as owners are responsible and chickens do not cause a nuisance, they are legal in town.

Two of the overgrown fields on the municipal land near the MacDonald Nature Preserve were cleared of brush by Rob Anderson. Maura Lessard organized a tour with Jeffrey Borne and Mike Greene, the land management team from Northeast Utilities, and members of the Open Space and Recreation Committee. Keeping fields once hayed by Alton MacDonald as grassland has been a goal for the Agriculture Commission. Mowing preserves habitats for wildlife, especially ground nesting birds, and keeps land open for potential hayfields or other agricultural uses.

A tree was decorated for the Atheneum display in December and the Agriculture Commission was involved in a pumpkin display at Fountain Park.

Three members of the Agriculture Commission have attended meetings of the MacDonald Nature Preserve. They helped with marking trails and are involved with planning future programs at the farm. The Agriculture Commission continues to collaborate with the Open Space and Recreation Committee, Conservation Commission and Minnechaug Land Trust .

The Agriculture Commission would welcome new members as two of the present commission will not continue in 2011.

Edna Colcord, Chair	
Rob Anderson	Linda Cloutier
Maura Lessard	David Sanders

## Community Gardens

A community garden is a single piece of land cultivated and gardened collectively by a group of people. Community gardens can be as diverse as its gardeners. Some will grow the common vegetables, some will grow heirlooms only and some will grow mostly flowers. One of the most important things about having a garden is the fresh vegetables that you can provide to your family. It is such a good feeling making a fresh salad or an entire meal from items you personally grew in your garden. You can grow food that comes right from the field to your fork.

The Wilbraham Community Garden on Monson Road grows in leaps and bounds each year with over 60 active gardeners growing veggies in plots varying from a 25' x 50' area to almost an acre. A new addition this year was the handicap accessible raised beds built by Eagle Scout Tyler Hall. There are four raised planting beds available to a person that may have difficulty standing or kneeling for a long time. The beds were designed using a plan from other gardens that have handicap accessible planters. Tyler Hall and a few of his scouting friends also built the directory sign at the driveway edge of the Community Garden. It is a great addition to the entry way of the garden.

Another large project took place in the late winter. The Community Garden applied for and received Community Preservation funds to restore the fields that have been unused for the past decade. By cutting and removing the overgrown vines, plants and tree's along the stone walls, another couple of acres of open space were created for vegetable gardens. This new space created will be used in the 2011 growing season.

We had the 4th annual "Plowing the Community Garden" event in May that included having the Eastern Connecticut Draft Horse Association plow the garden with their teams of horses. Despite the lightning, thunder and downpour that morning, the event turned out to be a successful day with over 100 spectators watching as the teams of horses plowed the rows of rich soil.

During a strong thunderstorm in July, lightning hit a tall tree adjacent to the water well. It traveled along the ground right to the electric box and zapped it. Fortunately it wasn't a total loss and the well was up and running again within a few weeks.

Garden plots are available on a first-come, first-served basis with priority given to returning gardeners. New and returning gardeners are invited to attend the annual spring sign-up meeting held at the Wilbraham Town Office prior to the growing season. The exact date of the meeting is posted in the local newspaper and on the town web site. Garden plots are approximately 25 x 50 feet or 1250-square feet and the rental cost is \$25.00 per plot. There are several gardeners that share a plot each season to help alleviate the work and time.

If you are interested in joining us at the Wilbraham Community Gardens or if you would like more information, you may contact the garden coordinator Melissa Graves in the Conservation Commission office at 596-2800, ext 204.

Melissa Graves, Garden Coordinator  
For Conservation Commission



*Happy gardeners on chilly day at Community Gardens in 2010 (photo Melissa Graves)*

## Hampden-Wilbraham Regional School District

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### From the School Committee

**Peter T. Salerno, Chairman**

This is a year of celebration for the Hampden-Wilbraham Regional School District. This is also a wonderful opportunity to thank you for all that you have done to advance the education of our children and provide an educational foundation to those generations that come after us!

Your School Committee is indebted to you, the stakeholders of Hampden and Wilbraham, for your thoughtful insights and needed support as we wrestled over many challenges that faced us. Without exception, you came down on the side of the educational hopes and dreams of our children. Your counsel and direction allow us to list a few of the special events that have been accomplished during the recent past:

- When confronted with the decision as to whether to seek to build a new, and much needed, high school, your School Committee turned to you, our townspeople, for advice. Overwhelmingly, you decided that a new Minnechaug Regional High School was a great investment for our children and grandchildren.
- When faced with a declining enrollment and difficult budgetary issues facing us, you supported your School Committee in its most difficult decision – the closing of our cherished Memorial Elementary School.
- When the time came for us to seek a long-term bond to finance our new high school, you put forth your ideas and recommendations. Your input allowed us to secure financing at interest rates under what had been expected - and this will have the effect of having all of us pay less in interest costs to fund our new Minnechaug.
- When you were faced with the choice of slashing our recommended budgets, you resisted the temptation to do so and recognized that Ben Franklin was right when he said, “An investment in knowledge pays the best interest”.
- When our sister town of East Longmeadow desperately needed a building to temporarily relocate a school whose roof became unsafe, you showed the world that you truly are concerned for our neighbors - and that we stand out as two caring Western Massachusetts communities. East Longmeadow’s showers of gratitude will cascade down the hallways of time and not soon be forgotten.

For these, and countless other instances of support, your School Committee extends its thanks to you, the voters of Hampden and Wilbraham. We are truly grateful to you for allowing us to serve your children.

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### From the Superintendent

**M. Martin O’Shea, Superintendent of Schools**

The vision of the Hampden-Wilbraham Regional School District is to develop an “interactive learning community of creative, passionate thinkers in a safe and healthy environment, embracing opportunities to contribute to and compete in a global society while valuing honesty, integrity, responsibility and respect for each individual.” The reports below demonstrate our commitment to this vision. Beyond this, the reports provide evidence of:

- The professionalism and dedication of over 500 District employees.
- The District-wide focus on building and sustaining healthy and safe learning environments.
- The well-coordinated and aligned program of curriculum and instruction.

- The high levels of achievement and accomplishment in the academics, athletics, community service and arts by the 3,596 students of Hampden and Wilbraham.
- The administrative commitment to providing educational excellence in a cost-effective, efficient manner.

Last year provided the District with many challenges and opportunities. Facing a budget gap of over \$1 million and declining enrollment, the District implemented a New Model that reorganized the grade configuration of our Wilbraham schools and led to the closure of the Memorial Elementary School. Under the reconfiguration, all of Wilbraham's 2<sup>nd</sup> and 3<sup>rd</sup> grade classrooms were relocated to Stony Hill Elementary School, 4<sup>th</sup> and 5<sup>th</sup> grade classrooms were moved to Soule Road Elementary and the 6<sup>th</sup> grade was returned to Wilbraham Middle. This decision saved the District over \$700,000 in operational costs and spared the elimination of many instructional positions. More importantly, the New Model allowed the District to stay true to its mission, maintain manageable class size and work within an educational framework that promotes educational best practices, curriculum coordination, focused delivery of services and staff collaboration.

In 2010, the District also broke ground on the construction of a new Minnechaug Regional High School. The groundbreaking was an historic moment for our two towns. When the 241,000 square foot facility opens in September, 2012, Minnechaug students will walk through the doors of a first-class educational facility, reflective of the school community's commitment to educational excellence.

On behalf of the faculty, staff and students of the District, I extend my appreciation for the support we receive from the townspeople of Hampden and Wilbraham.

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## **Curriculum**

### **Donna Scanlon, Ed.D., Assistant Superintendent for Curriculum, Instruction, and Professional Development**

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The Hampden-Wilbraham Regional School District designs a rich and rigorous curriculum in order to develop the unique talents of each individual student. The curriculum renewal process is ongoing and ensures continuity and consistency in grades PreK-12. Access to high quality curriculum materials and resources is equitable across the seven schools that comprise the District. The level of technology integration across the curriculum has intensified with improvements in staffing, infrastructure, equipment, reliability, and professional development. A focus upon differentiated instruction and inclusive practices to meet the needs of individual learners provides all students with an appropriate level of challenge and support.

Below are some highlights from across the curriculum areas:

- The Responsive Classroom (elementary level) and Development Designs (middle school level) are implemented in every classroom in order to create learning environments where children thrive academically, socially, and emotionally.
- The District implements a research-based elementary reading and language arts program which incorporates the five components of literacy learning: vocabulary/oral language, phonemic awareness, phonics, fluency, and reading comprehension.
- Writing Across the Curriculum is a learning strategy implemented at every level in order to enhance the development of literacy, content knowledge, and thinking skills.
- The mathematics curriculum supports the development of conceptual understanding through communication, problem solving, making connections, and meaningful practice.
- The science program advances scientific reasoning as students investigate and solve complex problems using the appropriate tools. Standards-based science units are studied in the classroom and are enriched through regular science labs at the elementary level.

- The history, geography, civics, and economics concepts and skills are addressed through interactive units of study in each grade.
- The arts play a central role in human development for children at all ability levels. Cognitive, language, and social-emotional development are positively impacted by participation in the arts.
- The health and physical education learning opportunities are an integral part of the total educational process and promote a lifelong physically active lifestyle, as well as respect for self and others through a safe school environment.
- School Resource Officers in both Hampden and Wilbraham have established an important presence in the schools. This asset promotes safe schools and aligns with the principles of prevention research.

Also noteworthy is that the District has sought and won significant dollars from the U.S. Department of Elementary and Secondary Education. The resulting projects have supported the District's efforts to improve emergency response and crisis management, as well as to provide education, prevention, and intervention services that are essential to integrating academic and social learning as a solid foundation for future success.

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## **Academic Performance**

**Donna Scanlon, Ed.D., Assistant Superintendent for Curriculum, Instruction, and Professional Development**

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Since its inception in 1998, the Massachusetts Comprehensive Assessment System (MCAS) has increasingly become a primary source of information with regard to student achievement, curriculum evaluation, and diagnosis of individual student strengths and weaknesses. The Hampden-Wilbraham Regional School District scores are consistently higher than the statewide average, and recent performance trends show increases in several areas. It is evident through these results that HWRSD students are learning well.

<b>Grade/Subject Tested</b>	<b>Percent of Students Scoring Advanced or Proficient</b>				
	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2010</b>
	<b>HWRSD</b>	<b>HWRSD</b>	<b>HWRSD</b>	<b>HWRSD</b>	<b>STATE</b>
Gr. 3 Reading	77	75	74	78	63
Gr. 3 Mathematics	71	73	75	81	65
Gr. 4 English Language Arts	71	57	61	69	54
Gr. 4 Mathematics	60	56	51	47	48
Gr. 5 English Language Arts	75	74	73	71	63
Gr. 5 Mathematics	58	59	54	57	55
Gr. 5 Science/Engineering	72	70	72	71	53
Gr. 6 English Language Arts	81	85	84	82	69
Gr. 6 Mathematics	69	70	71	67	59
Gr. 7 English Language Arts	86	82	86	87	72
Gr. 7 Mathematics	69	59	70	71	53
Gr. 8 English Language Arts	88	89	88	91	78
Gr. 8 Mathematics	64	67	63	67	51
Gr. 8 Science/Engineering	50	52	51	52	40
Gr. 10 English Language Arts	88	90	90	88	78
Gr. 10 Mathematics	89	86	85	84	75
Gr. 10 Biology	55	72	73	82	65

In addition to MCAS performance, HWRSD educators use a range of information to monitor student achievement. One example of the data considered to be relevant is SAT scores. Score trends rather than results from any one year

are considered most relevant. The table below provides longitudinal SAT results for students graduating from Minnechaug Regional High School.

#### Mean SAT Scores 2001-2010

	Minnechaug HS			State			National		
	Reading	Math	Writing	Reading	Math	Writing	Reading	Math	Writing
2001	519	527	n/a	511	515	n/a	506	514	n/a
2002	518	530	n/a	512	516	n/a	504	516	n/a
2003	517	529	n/a	516	522	n/a	507	519	n/a
2004	529	550	n/a	518	523	n/a	508	518	n/a
2005	531	550	n/a	520	527	n/a	508	520	n/a
2006	501	526	509	513	524	510	503	518	497
2007	521	534	522	513	522	511	502	515	494
2008	520	542	526	514	525	513	502	515	494
2009	524	551	527	514	526	510	501	515	493
2010	518	544	523	512	526	509	501	516	492

Using all this data, the teachers, administrators, parents, students and communities are working together as effective partners. As a result, the Hampden-Wilbraham Regional School District enjoys multiple opportunities to celebrate the excellent accomplishments of its students.

According to the high school Guidance Department, the graduates of the Minnechaug Regional High School Class of 2010 represented a group of academically accomplished students. Of this class, 93% were accepted to and planned to attend post-secondary institutions of higher education. Of these students, 66% enrolled in four-year colleges and 27% enrolled in two-year colleges.

Many of these students were admitted to highly competitive colleges and universities including: Harvard College, Syracuse University, Boston University, Northwestern University, Muhlenberg College, Villanova University, Connecticut College, Rensselaer Polytechnic Institute, Fordham University, Clemson University, Tufts University, George Washington University and Drexel University

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#### Green Meadows Elementary School

**Deborah F. Thompson, Principal**

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Green Meadows Elementary School serves approximately 345 children in grades preschool to grade 4. The School Improvement Plan focuses on three areas: 1) To increase the literacy skills of all students; 2) To increase the mathematical skills of all students; and 3) To meet the diverse learning needs of all students. To meet these goals, all teachers and staff worked together to implement the new reading series, Treasures. In the area of mathematics, Green Meadows School acquired the computer based program Study Island, which allows teachers in grades 3 and 4 to give additional, individualized practice to students struggling to master math concepts. Other individualized instruction is provided through the use of technology, differentiated materials in the reading series and small enrichment groups. In addition, the use of Responsive Classroom strategies continued to foster acceptance and empathy towards others. Teachers collected data on student performance, analyzed MCAS scores and implemented instructional practices that supported student achievement. Teachers used faculty meeting time to share successful strategies and discuss student work so that consistent, effective strategies were used at all grade levels. As a result, Green Meadows students performed very well on the MCAS exam with 3<sup>rd</sup> graders performing well above State and

District averages. Green Meadows Elementary School received a ranking of “high performing” by the State on its Annual Yearly Progress (AYP) Report.

The Hampden PTO and parent volunteers worked hard to support Green Meadows through fundraising and daily help within classrooms. The funds generated from the fundraising purchased equipment, defrayed the cost of field trips and brought special assembly programs to the children. The School Council, comprised of teacher and parent representatives, worked together each month to develop the School Improvement Plan and provide feedback on important issues such as school climate and curriculum.

Green Meadows Elementary School continues to be a learning environment that provides a safe, caring and respectful climate so that all students can reach their potential.

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### **Mile Tree Elementary School**

**Rosemary Brosnan, Principal**

Mile Tree Elementary School serves 381 students in grades PreK-K-Grade One. It is Wilbraham children’s first step in their educational experience in the Hampden-Wilbraham Regional School District.

Mile Tree School has a dedicated and experienced staff, an active PTO and School Council, and caring and supportive families. Mile Tree School is committed to providing a safe and caring educational environment with rich and meaningful experiences that promote learning and achievement for all students.

Mile Tree School’s mission statement is “All children can and will learn”. This statement drives our commitment for continuous improvement. With that in mind, the Mile Tree School Council developed two goals: 1) Investigate the New England Association of Schools and Colleges (NEASC) Elementary School Accreditation and 2) Increase mathematical proficiency.

Mile Tree School has been very fortunate to have a large number of volunteers who assist in countless ways to help support the students and staff. Some of the many special activities at Mile Tree include:

- Mystery readers from throughout the community delighted the Mile Tree students with a surprise visit to read their favorite books.
- Several student interns from MRHS assisted in the classrooms and nurse’s office.
- School-based assemblies highlighted the schools core values: Respect, Responsibility, Honesty and Integrity.
- Over 400 pounds of food was donated to the Community Survival Center.
- PTO sponsored activities such as assemblies, book fairs, math and science nights, “Anything Goes” night, monthly guesstimate contests, family fun walk and family pancake breakfast.

Mile Tree Elementary School is a very exciting place to learn!

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### **Soule Road Elementary School**

**Mary T. Goodwin, Principal**

Soule Road Elementary School currently enrolls all 393 fourth and fifth grade students in Wilbraham. Staff worked diligently throughout the summer, unpacking classrooms and curriculum materials to create a welcoming environment for the students. We moved 25 classrooms of furniture and supplies and welcomed 18 new staff members. Through an amazing coordinated effort, everything was ready to greet our students on opening day!



Soule Road School also benefited from some construction work over the summer. In order to maintain a safe distance between the expected number of buses and cars arriving at Soule Road School daily, a “Parent Drop-Off/Pick-Up Driveway” was constructed slightly east of our main parking entrance. This new traffic configuration has been well received by parents and very successful!

Throughout all of these changes, the staff has maintained their commitment to provide a rich and challenging educational environment for our students. They have spent time exchanging ideas and collaborating on curriculum and teaching practices. Our shared goal is to incorporate the best professional practices and traditions of Memorial, Stony Hill, and Soule Road schools. Their expertise is evident in the rigor of academic expectations provided in a positive social and emotionally supportive environment.

Soule Road continues to benefit from an active and supportive PTO that works tirelessly to provide enriching activities for the students. Due to their generosity, Soule Road welcomed back Birds of Prey, Souleto, Jeff Mack, Sky Lab and other great programs. The PTO volunteers have been instrumental in successfully staffing the Library on a daily basis.

There have been numerous changes to the Soule Road School community. As we all work together to create an exciting school model, it is our shared commitment to continue to build on the tradition of academic excellence; continue our dedication to community service; provide interactive, enriching programs; and support children in a safe environment so they can thrive and achieve to the best of their abilities.

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### **Stony Hill Elementary School**

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#### **Sherrill Caruana, Principal**

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Stony Hill School, built in 1957, refurbished in 1999, and reorganized in 2010 currently educates 314 students in grades two and three. With seven second grade classrooms and seven third grade classrooms, Stony Hill strives to make each classroom a true “homeroom”. All teachers have been trained in Responsive Classroom techniques and each day begins by celebrating the school community with Morning Meetings.

In education, change has one word: improvement. Our School Improvement Goals for the year are: 1) Increase math achievement in the areas of numerical computation and problem solving; 2) Establish a vibrant and vital school culture melding our three previous school cultures into a new Stony Hill culture; and 3) Maintain a safe school environment. The overall purpose of our School Improvement Plan is evident in this year’s school motto: “Share the brain, share the wealth, share the leadership”. We all strive to do this in ways that promote teaching expertise and result in better student achievement.

Stony Hill’s educational climate comes from the effort staff, students, and parents expend in meeting our goals and pursuing outstanding student achievement. Governor Duval Patrick named Stony Hill one of the Commendable Schools in the Commonwealth for school improvement and achievement. Of approximately 1,000 schools, only 62 statewide and 17 in Western Massachusetts were given this honor. Stony Hill will continue to provide the children of Wilbraham an excellent education that promotes the whole child: socially, academically and physically.

As always, Stony Hill is grateful for the efforts and support of our PTO and School Council as we all continue to enhance education at Stony Hill Elementary School.

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**Thornton W. Burgess Middle School**

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**Noel Pixley, Principal**

Thornton W. Burgess Middle School currently educates 302 students in grades 5 through 8. Acting as our blueprint, the School Improvement Plan focused on two strategic goals for the school year: 1) To improve instruction and student learning; and 2) Continue to improve the culture of the school and the emotional well-being of the students.

Several initiatives were put in place to improve instruction and student learning. In math, a group of 5th graders was in a math pull-out class in which the special educator collaborated with the regular teacher, and the other students on IEPs were in the inclusion class with two teachers. In grade 6, the math teacher and the special educator co-taught an inclusion class that included all students who required math support on their IEPs. In the 7<sup>th</sup> and 8<sup>th</sup> grades, the teachers continued the co-teaching model with the pull-out math classes with a certified math teacher and a special educator providing the instruction. An MCAS prep class was offered in all grades as part of the specials rotation. Study Island, a research based web based program, was used for the semester course and priority was given to the students who scored in the Warning and Needs Improvement Categories on MCAS. We offered Supplemental Educational Services to students that were identified through Title I. Throughout the year, TWB infused math in to the everyday culture of school by identifying opportunities to celebrate math with the students. Through these school-wide collaborative efforts, students' scores increased in a number of assessments; most notably, the MCAS math scores in the proficient and advanced levels increased in all grade levels.

In the area of Language Arts, the school focused on the improvement of instruction and learning by having the ELA teachers collaborate with special education teachers and paraprofessionals on differentiated instruction strategies for the classroom. Staff received additional training in the "Keys to Literacy" program and the "Key Three Writing Routine" was implemented in Language Arts classes and other academic classes to provide consistency with instruction. In order to assist students with their writing skills, long composition prompts were practiced in ELA classes, and across all disciplines open response questions were part of assessments throughout the year. Teachers also used results from released MCAS open response questions to analyze specific student needs, and data gathered from MCAS results was used to show students' growth in their writing skills. As a result of these interventions, overall ELA MCAS scores improved and students' writing skills showed improvement across all disciplines.

To improve the culture of the school and the emotional well-being of students, Developmental Designs (DD) was implemented across all grade levels with all homerooms/advisories participating in the Circle of Power and Respect each day and teachers incorporating these Developmental Design strategies in their classrooms with the goal of providing a safe environment that nurtures academic achievement. During the first three days of school, the entire school population was immersed in the DD program with teachers and administrators modeling daily behavioral and academic expectations and students participating in goal setting activities and authoring classroom and school-wide social contracts. One goal of meeting the needs of all learners was to provide a schedule that offered additional support blocks for our academic areas. In the 5<sup>th</sup> grade, the class Strategies was offered as additional daily support in both Mathematics and Language Arts to all students. In the 6<sup>th</sup> grade, students received additional reading instruction and math support in the Math/Reading Lab. In the 7<sup>th</sup> and 8<sup>th</sup> grades, an academic support class providing organizational and test taking strategies was added for special education students.

To further ensure the emotional wellbeing of TWB students, new programs and strategies were added at all grade levels and an additional part-time School Adjustment Counselor provided much needed support to our regular and special education students.

Through the use of Developmental Designs at all grade levels, TWB saw an improvement in student behaviors in the classrooms and in unstructured settings. With all grades implementing the Circle of Power and Respect each day,

teachers and students feel a stronger sense of community and a positive development of relationships that help foster academic success.

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**Wilbraham Middle School**

**Daniel Roy, Principal**

Wilbraham Middle School welcomed over 400 new students and 14 new staff members this fall and currently serves 636 students in grades six, seven and eight. The new grade configuration provided an opportune time to redefine the mission of the Wilbraham Middle School. The new mission statement declares that “Wilbraham Middle School is a community where our staff works collaboratively to provide a safe environment where students can reach their full potential academically, socially and emotionally”.

Several school-wide initiatives are helping to create a sense of community at Wilbraham Middle School: Students created a social contract that outlines how middle school students should behave, core values are promoted each month by having a student-of-the-month lunch for each team and all students read and discussed the novel entitled 6-321 about a middle school boy growing up in the 1960’s.

With the new health and science and technology classes, all students now have the opportunity to experience music, art, health, information technology, science and technology, and physical education at Wilbraham Middle School. The school is also piloting the math skills program Study Island in all three grade levels. As part of the reconfiguration, all 6<sup>th</sup> grade books from the elementary school libraries were successfully integrated into our library.

Technology at Wilbraham Middle School was expanded with a third computer lab, and due to some very successful fundraising efforts, more LCD projector carts, document cameras and speakers are now available for use in classrooms and for student presentations.

With the support of the administration, teachers, parents, students and community, the transition to the new grade configuration at Wilbraham Middle School has been very positive and rewarding.

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**Minnechaug Regional High School**

**Stephen M. Hale, Principal**

**From Principal Stephen M. Hale:** Minnechaug Regional High School continues to excel in the academic, social, and physical education of its students. The faculty and administration remain firmly committed to the school’s mission of “providing a safe and academically challenging environment that promotes the growth and well-being of all community members and assisting our students in becoming active world citizens who value integrity, citizenship, and respect.” The major goals of the School Improvement Plan developed by the School Council are: 1) To prepare Minnechaug Regional High School for reaccreditation by the New England Association of Schools and Colleges (NEASC) in 2011; 2) To assist students scoring in the “Needs Improvement” range on annual MCAS assessments to move along the continuum to the “Proficient” range; and 3) To develop, apply and integrate new district policies as they relate to bullying and harassment under M.G.L. c. 71 sect. 370 (Act Relative to Bullying in Schools).

The following reports from the various departments highlight just some of the many commendable educational activities at the high school.

The **English Department** offered skills-based courses for freshmen and sophomores, and a broad range of courses for juniors and seniors. The MCAS scores are exceptional with a passing rate of 99%. A number of English courses were presented or performed for the school and community to develop awareness of art and culture, and an Invisible Children Assembly was held to promote awareness of contemporary problems from a global perspective. The Emeralds Literary Magazine won national awards from Columbia Scholastic Press Association and The National Council of Teachers of English.

The **Family and Consumer Science Department** continues to offer hands-on learning experiences for students in the preschool and foods lab programs. The department's members all revised course curriculums this year updating materials and incorporating 21<sup>st</sup> Century learning experiences. All members of the department are involved in planning a new food and nutrition course that will emphasize healthy eating, meal planning and preparation.

The **Fine Arts Department** made several updates and improvements to curriculum in both art and music classes as part of the NEASC accreditation process. There are now approximately 225 students involved in the music program and well over 200 students taking art classes. Music students participated in Western Massachusetts MMEA Senior District Festival, All-States, Quabbin Valley Senior High Music Festival, and UMASS honor band program. The band and choir programs continue to be highly visible in the community by performing in local parades, at the Wilbraham Senior Center, the Rotary Club, and Memorial Day ceremonies. The art department had students accepted to the Art All-State, represented in the Springfield Republican newspaper's "Talented Teens in the Arts" program, and placing in the Boston Globe Scholastic Art Competition.

In the **Foreign Language Department**, student enrollment is strong, with an increase in the number of students in Latin courses and French and Spanish enrollments continue to hold steady. Many students continue to take higher level courses as electives and acknowledge the benefit of knowing another language in order to compete in today's economy and job market. Our teachers also expose students to the diverse cultures and customs of the people within the countries where the languages are spoken. The department celebrated National Foreign Language Week with activities that included foreign language classes and the entire student body and staff. During the year, teachers offered field trip opportunities and other classroom activities to enrich the students' cultural and linguistic experiences.

The **Guidance Department** continues to offer a variety of programs to serve students and their parents in a proactive manner. Some of the community outreach services provided are: a guidance brochure, a welcome call to the homes of all freshmen, a workshop on writing college essays, a college financial aid night, a college night for juniors and their parents, a follow-up program for seniors and their parents, an orientation program for eighth grade students and their parents and a reception for transfer students. A practice test for the SAT Reasoning test is offered in addition to an ACT test taking strategy workshop. The SAT Reasoning and Subject tests, the ACT, PSAT, ASVAB and AP exams are all administered at Minnechaug. Our Internship Program for seniors continues to grow with close to 100 students participating. Our School-to- Career Specialist and Guidance Counselors cover topics in developmental guidance classes such as transition to high school, job readiness, and financial planning. All Guidance Counselors, including two Adjustment Counselors and one Alcohol, Tobacco and Other Drugs Counselor, meet individually with their students to assist in developing course schedules, making career and college choices and dealing with personal problems. They are also members of the Student/ Teacher Assistance Team, which is a prevention and early intervention program.

The **History and Social Science Department** strives to assist students in developing problem solving skills, understanding the importance of participating in civic literacy and developing global awareness - all essential skills in the 21<sup>st</sup> Century. Teachers updated their core of knowledge and professional status by taking courses at local colleges and participating in various Teaching American History workshops and Project Citizen. Department clubs,

Model UN, Model Congress and Mock Law, were successful at their yearly competitions. Throughout the year, several guest speakers, such as local veterans and politicians, visited to give first-hand accounts and practical knowledge in their areas of expertise. Students participated in James Otis Day at the Massachusetts State House and Project Citizen, and classes visited the Springfield Armory, Massachusetts State House, Freedom Trail, Armenian Genocide Museum, JFK Museum and Boston Museum of Fine Arts.

**Interscholastic Athletics:** Throughout the year, Minnechaug's student-athletes competed and excelled in 29 athletic offerings. Our program continues to be one of the most competitive and comprehensive programs in the state. Over 1,200 participants enjoyed the interscholastic athletic experience. Each program does some type of community service during their season, which is our most proud component to the sports program. Our athletes continue to strive for excellence in the classroom and understand the importance of a well-rounded education. As always, the student athletes appreciate all the fans and parents for their support of Falcon Athletics!

The **Mathematics Department** remains active with curriculum revisions throughout the year, providing our students with challenging courses that focus on the development of critical thinking and problem solving skills. All department members continue to research methods of integrating technology into their classes, offering an interactive representation of mathematical concepts. With the renewal of the software licenses for our Carnegie Learning curriculum, the upgraded software allows students to access the curriculum from home as well as in the classroom. The implementation of SmartBoards, LCD projectors, and graphing utilities has helped to enrich our curriculum. Several Advanced Placement BC Calculus students represented Minnechaug in the 22<sup>nd</sup> Annual WPI Invitational Mathematics Meet and the Mathletes team completed their season in 5<sup>th</sup> place.

The **Physical Education/Health Department** has updated and created new curriculum guides for the NEASC accreditation process. The department continues its strong working relationship with local colleges by supervising undergraduate students during their practicum experience. The department has also introduced its new freshman health curriculum titled "LifeSkills Training Promoting Health and Personal Development". The department continues to promote the student learning expectations by implementing the skills necessary to maintain personal and community wellness.

The **Science Department** has worked continuously to revise and restructure curriculum to reflect both NEASC guidelines and 21st Century learning goals. As the school works toward NEASC accreditation, teachers are revisiting and revising lessons, classroom activities, and assessment strategies to both reflect 21st Century learning goals, such as critical thinking, critical reading, project-based learning, and the four student learning expectations defined by the Minnechaug faculty. The department also continues to enhance school-to-home communication through the use of Edline. In addition, the science staff has been actively involved in the design of the science classrooms in the new high school. Six members of the Class of 2010 received awards at the Region One Science Fair, with one team capturing first place for their work. Students interested in scientific research continue to work in collaboration with faculty from the University of Massachusetts on projects based in physics involving mathematical principles behind scientific observations.

**Student Activities** continues to hold over 60 co-curricular student activity programs with 1,150 participants gaining experience in fundraising, community service, and academic competitions with state and national awards. Students donated over \$8,000 to local and national charities, provided over 5,000 hours of community service, held numerous food and clothing drives, provided over 250 hours of tutoring, and gave over \$3,000 in scholarships. The department has seen continued success with the Peer Mentoring program for all freshman and transfer students, and the nationally-recognized Raising Student Voice and Participation (R.S.V.P) program that provides our student body with the opportunity to create civic action plans to better our school, community, and the world. The Student Council received the Massachusetts Association of Student Councils highest rating – the Gold Council of Excellence

Award. In addition, Minnechaug students have served as President of the Western Massachusetts Association of Student Councils.

The **Technology Education, Business Department and Computer Technology Department** had a productive and exciting year. The Business Department has an ongoing partnership with the Chamber of Commerce that allows students the opportunity to present their business plans to local experts who provide them valuable feedback. The Computer Science Department and Western New England College have been collaborating regularly on innovative computer projects. The Technology Department received a grant from W.H.A.T. that enabled students to design a robot and compete in a state-wide robotics exhibition.

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**Student Service**

**Debra L. Tobias, Ed.D., Director**

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Student Services is responsible for the coordination of all special education services for the District. There is a commitment to provide a full range of interventions for students who demonstrate challenges in learning. In addition to special education teachers and educational inclusion paraprofessionals, Student Services has school psychologists, speech/language pathologists, school adjustment counselors, physical therapists, an occupational therapist and assistant, and several consultants specializing in various areas of educational programming.

Initial interventions for our students begin with general education teachers who are able to provide a continuum of instructional accommodations to assist students with diverse learning styles. Each school has its own Student/Teacher Assistance Team (S/TAT) that is comprised of building professionals dedicated to enhancing the effectiveness of the learning process for each student. In the event that the interventions do not result in the anticipated improvements for the student, the S/TAT will make a referral for a special education evaluation in order to determine if there is an educational disability undermining the student’s ability to make effective educational progress. As needed, specialized instruction, support services, and/or specific therapies may be recommended and provided to the student in the least restrictive environment determined.

Recently, Student Services introduced the concept of working with Educational Team Leaders/Inclusion Specialists (ETLs) within the department. The goal for all ETLs is to promote sound educational programming that enables all children to utilize their educational opportunities to the fullest. These positions serve as a resource to parents, staff and administration. The ETLs facilitate positive communication and problem solving and support inclusion opportunities throughout the District for our students.

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**HWRSD Health and Wellness**

**Poppy Nelson, BA, RN, BSN, NCSN, Nurse Leader**

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The HWRSD school nurses are all licensed registered nurses working within an educational setting. They are public health nurses for the entire school population, both children and adults. There are currently five Nationally Certified School Nurses (NCSN) on staff whose certification assures a national standard of preparation, knowledge and practice.

In addition to providing emergency and quality onsite healthcare to students and staff, the school nurses also manage medications; educate both students and families on various health issues; conduct vision, hearing and scoliosis testing; facilitate the Fluoride Mouth Rinse Program and collaborate with the communities.

Last year there were 37,514 student health encounters and 1,277 staff encounters. School nurses administered doses of scheduled prescription medications, insulin, asthma meds, psychotropic drugs and student blood/glucose tests. Student health issues that nurses handle include cardiac conditions, cancer, autism, depression, Diabetes (Types 1 and 2), asthma, migraines, neurological conditions, severe allergies, arthritis, Lupus, Cystic Fibrosis, Crohn's Disease, Inflammatory Bowel Disease and behavioral and emotional conditions. In addition, the school nurses have participated in town flu clinics when requested.

As always, the school nurses thank the Wilbraham Women's Club members who volunteer many hours to help test vision and hearing, and they appreciate all the parents who volunteer with the Fluoride Mouth Rinse Program.

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## **Adult Community Education and Recreation**

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### **Mike Roy, Director**

The Adult Community Education and Recreation Program, "New Beginnings," provided diverse enrichment opportunities for all age groups in the community. Approximately 1,750 participants enjoyed the spring, summer, and fall offerings. The "Summer Programs 'R' You," serving the youth of the community, was the most popular program. We are currently looking to expand our offerings and hope that some new and exciting courses will be coming in the near future!

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## **School Councils**

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The Hampden-Wilbraham Regional School District wishes to acknowledge the effectiveness of the School Councils and to thank them for volunteering their personal time to pursue a commitment to the education of young people. We would also like the community to recognize the services rendered by these parents and citizens during the 2009-2010 school year:

<b>Mile Tree Elementary School</b>	<b>Thornton W. Burgess Middle School</b>
Rosemary Brosnan, Principal	Noel Pixley, Principal
Patricia Colkos	Mary Aberdale
Marcia Jackson	Sue Driscoll
Wendy Labbe	Andrea Hinkamper
Ginny McKeon	Phyllis Hulstrom
Michelle St. John	Tom Ingram
<b>Green Meadows Elementary School</b>	Mickey Kilmartin
Deborah Thompson, Principal	Dianne Regnier
Robert Bardwell	Khristopher Roberts
Amy Bostian	Warren Schoonover
Lena Buteau	<b>Wilbraham Middle School</b>
Marsha Dilk	Daniel Roy/Steve Hale, Principal
Barbara Fett	Scott Berg
Carol Fitzgerald	Daniel Handzel
Duane Mosier	Nancy Hunt
Warren Schoonover	Judi LaBranche
Ila Smith	Mary Beth Laliberte
<b>Soule Road Elementary School</b>	Diane Ryan
Mary Goodwin, Principal	Susan Spafford
Molly Caltabiano	<b>Minnechaug Regional High School</b>
Kim Lee	Stephen Hale, Principal
Cathy Mahoney	Kurt Anderson

Ellen Schmutte	Andrea Bertheaud
<b>Stony Hill Elementary School</b>	Jillian Bickley '11
Sherrill Caruana, Principal	Alice Bradford
Mary Beth Laliberte	Meg Cyr
Lisa Gasteyer	Griffin Doyle '13
Michele Mistalski	Katie Farrell '12
Kathy Palermo	John D. Flynn
Chrissy Plumb	Sarah Garwood '11
Meghan Saunders	Marian Heineman
Esta Sobey	Michelle Lussier
Kathy Palermo	Patrick Moriarty
	Maeve Moylan '10
	Katy Reed

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### Five-Year Enrollment History

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Grade	2005- 2006			2006- 2007			2007-2008			2008-2009			2009-2010		
	H	W	T	H	W	T	H	W	T	H	W	T	H	W	T
K	70	181	251	69	134	203	42	139	181	49	179	228	50	156	206
1	64	173	237	70	181	251	72	147	219	46	141	187	50	179	229
2	63	174	237	61	187	248	68	181	249	71	158	229	53	152	205
3	74	188	262	73	180	253	63	195	258	72	186	258	74	159	233
4	64	198	262	71	194	265	72	188	260	63	199	262	76	193	269
5	71	213	284	63	205	268	72	200	272	69	194	263	67	200	267
6	75	213	288	67	212	279	61	213	274	69	199	268	70	195	265
7	60	205	265	71	211	282	71	208	279	65	215	280	70	210	280
8	73	211	284	66	214	280	75	216	291	70	220	290	65	215	280
9	78	220	298	80	216	296	73	236	309	77	245	322	71	236	307
10	93	250	343	73	202	275	72	206	278	65	220	285	76	225	301
11	72	219	291	89	234	323	62	195	257	67	204	271	67	217	284
12	78	245	323	71	220	291	87	227	314	61	191	252	67	198	265
Other			78			67			73			74			65
TOTAL	935	2690	3703	924	2590	3581	890	2551	3514	844	2551	3469	856	2535	3456

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### Retirements: 2009-2010 School Year

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Edward J. Doyle	Minnechaug Regional High School
Diana Booth Duff	Thornton W. Burgess Middle School
Gloria Lash	Mile Tree Elementary School
Marguerite Myers-Killeen	Memorial Elementary School
Marti Niziolek	Minnechaug Regional High School
Rosemary Notarangelo	Minnechaug Regional High School
Frank Scibelli	Minnechaug Regional High School
Frank J. Sersanti	Minnechaug Regional High School
Gail Smead	Memorial Elementary School

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### Hampden-Wilbraham Regional School District School Committee

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Peter T. Salerno, Chairman	William Bickley, Jr.
Scott R. Chapman	Marianne Desmond
D. John McCarthy	Lisa Morace
Gilles Turcotte	



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**Hampden-Wilbraham Regional School District - Directory of Schools**

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**Green Meadows Elementary School (Grades Pre K – 4)**

Deborah Thompson, Principal  
38 North Road, Hampden, MA 01036 – (413) 566-3263  
School Hours: 8:30 a.m. to 2:40 p.m.

**Mile Tree Elementary School (Grades Pre K – 1)**

Rosemary Brosnan, Principal  
625 Main Street, Wilbraham, MA 01095 – (413) 596-6921  
School Hours: 8:30 a.m. to 2:40 p.m.

**Soule Road Elementary School (Grades 4 – 5)**

Mary Goodwin, Principal  
300 Soule Road, Wilbraham, MA 01095 – (413) 596-9311  
School Hours: 8:30 a.m. to 2:45 p.m.

**Stony Hill School (Grades 2 – 3)**

Sherrill Caruana, Principal  
675 Stony Hill Road, Wilbraham, MA 01095 – (413) 599-1950  
School Hours: 8:30 a.m. to 2:45 p.m.

**Thornton W. Burgess Middle School (Grades 5 – 8)**

Noel Pixley, Principal  
85 Wilbraham Road, Hampden, MA 01036 – (413) 566-8950  
School Hours: 7:40 a.m. to 2:00 p.m.

**Wilbraham Middle School (Grades 6 – 8)**

Daniel Roy, Principal (as of 12/09)  
466 Stony Hill Road, Wilbraham, MA 01095 – (413) 596-9061  
School Hours: 7:40 a.m. to 2:00 p.m.

**Minnechaug Regional High School (Grades 9 –12)**

Stephen Hale, Principal (as of 12/09)  
621 Main Street, Wilbraham, MA 01095 – (413) 596-9011  
School Hours: 7:40 a.m. to 2:10 p.m.

**Superintendent's Office**

M. Martin O'Shea, Superintendent of Schools  
Donna Scanlon, Ed.D., Assistant Superintendent of Schools  
Beth Regulbuto, SBO, MCPPO Assistant Superintendent for Business  
621 Main Street, Wilbraham, MA 01095 – (413) 596-3884  
Office Hours: 8:00 a.m. to 4:00 p.m.

## Wilbraham & Monson Academy

Wilbraham & Monson Academy, the Global School®, began its 207<sup>th</sup> year by welcoming 344 students from 12 states and 21 different countries who have come to live and learn together. Among our day students, 49 are from Wilbraham. Enrollment in the WMA Middle School is 47 students.

Mr. Rodney LaBrecque is in his ninth year as the Head of School. Further information about Mr. LaBrecque can be found on our Web site: [www.WMA.us](http://www.WMA.us).

In June 2002, the New England Association of Schools and Colleges (NEASC) granted the Academy another ten-year accreditation. This year we are preparing the self-evaluation necessary for our accreditation visit next fall.

In 2003, we launched the Center for Entrepreneurial & Global Studies, the goal of which is to teach students to be global citizens in the face of increasing globalization, mounting social inequities, and threats to environmental sustainability. Speakers in the fields of finance, entrepreneurship, and social activism, as well as a domestic and international travel program, take this program beyond the usual high school curriculum. The Shenkman Trading Center, the first simulated trading floor of its kind at the high-school level, was dedicated in June 2009.

The expanded Athletic Center was dedicated in October 2007. In 2008, Corbin Fields on Faculty Street were completely renovated, including a new baseball field named after local alumnus Dennis Ferry. The state-of-the-art Phil Shaw Track complex was dedicated in 2009. Many town citizens use the track for aerobic exercise. The nine new tennis courts on Faculty Street completed over the summer of 2010 are also available to townspeople by appointment. Two one-family ranch houses to serve as faculty housing were completed in 2009 and 2010. Both homes have flooring milled from red oak trees harvested on the campus in the winter of 2008-2009 as part of The Global EcoLearn Project®.

The campus is busy each summer. For fifteen years, Beech Tree Summer Camp has provided a stimulating day camp experience for many local youngsters. Camp \$tart-Up, a business-based camp for students ages 14-18, will be back on our campus for a second year this summer, accepting day campers as well as boarders this year.

The Academy is extremely proud to be an important part of the Town of Wilbraham, as we have been for over 200 years. 80% of the Academy's \$11-million operating budget is spent locally. Our buildings and grounds staff maintains the sidewalk on Faculty and Springfield Streets and the small garden at the intersection of those streets. We gladly provide meeting space for local groups and the use of our athletic facilities for local youth teams. We are happy to assist Minnechaug Regional High School during the construction of the new school, as they have helped us in the past. We invite the citizens of Wilbraham to attend concerts, plays, lectures, and athletic events. We host the Relay For Life of Wilbraham, a town-wide event since 2009.

Submitted,  
Rodney LaBrecque, Head of School

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1963 parade float honoring the town's charter of 200 years back in time. It was a time consuming citizen's battle fought with pens, paper, and high expectations. *From collection, Wilbraham Public Library.*





**TOWN WILBRAHAM**

[www.wilbraham-ma.gov](http://www.wilbraham-ma.gov)

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